Preface

Honorable customers,

Thanks for choosing products of this company. OA180, with world cutting edge technologies—fingerprint recognition, computer communication, as well as microelectronics, is considered to be combination of three technologies: electronics, optics and computer communication. It is no doubt that it has become the first choice of standalone time & attendance for enterprises with its strong function and veracity. Please read this user manual carefully to have an initial understanding of functions and basic knowledge of installation, debugging, maintenance, application and management to better use this product.

Utilizing the state-of-the-art biometric tech, this product will bring unprecedented reliability, convenience and benefits to the top management of enterprise in HR.

OA180 Fingerprint T & A Advantages

Veracity

Record and reflect staffs' attendance conditions equally, correctly and promptly.

Checking on work attendance by passwords and cards (paper card, magnetic card, IC card, etc), it is hard to avoid buddy-punching and cannot reflect the actual attendance condition. With the help of fingerprint recognition attendance, it is easy to solve all the problems like buddy punching, card loss or stolen and password forgetting. Thus, HR dispute is avoided and the justness of time attendance is materialized.

Convenience

It is more convenient to use fingerprint standalone units with no card reader or attendance cards needed, no worrying about cards loss or damage, no need to do system maintenance, and saving time and money.

Only placing enrolled finger on the sensor surface, system will check users automatically and record the correct time and checking status.

Full Function

The system can realize different functions such as attendance remark, calculation and report printing. The remark can be made for reasons such as business leave, absence, marriage holiday and etc.; the checking and calculation can be made in accordance with different time periods, departments, individual or combination due to various reasons for absence; the report generation and printing function can be realized perfectly.

Flexible Shift Maintenance

The software supports shift on week basis, rotation shifts etc. Various shifts, public holidays, individual leave and overtime are available to meet the complicated needs of every enterprise.

Standalone

The machine can work without connecting to PC, convenient in operation and no need to occupy any extra resource.

Network management

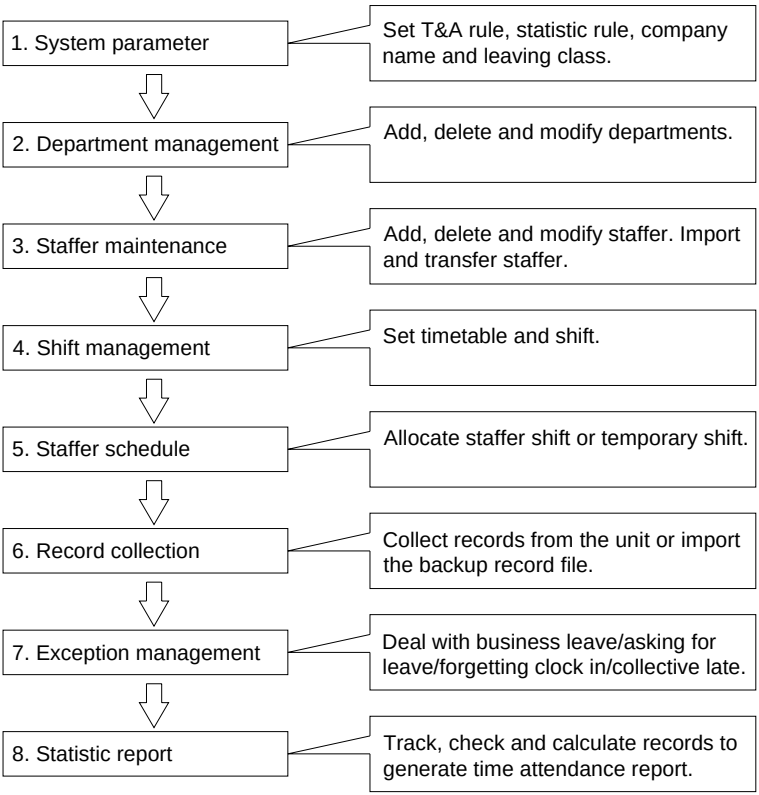
Many units can be connected through network via TCP/IP for easy management in central software.

Software operation flowchart

(Important chapter. Please read carefully.)

This software includes: System parameter, department management, staffer maintenance, shift management, staffer leave and statistic report etc. Then how to use this system in a right way? It is far from enough to understand only the function of each module but to know the connections between them and the system operation flowchart. Thus, a correct report can be generated.

Software operation flowchart can be described in brief as follows:


1. System parameter
Set T&A rule, statistic rule, company name and leaving class.
2. Department management
Add, delete and modify departments.
3. Staffer maintenance
Add, delete and modify staffer. Import and transfer staffer.
4. Shift management
Set timetable and shift.
5. Staffer schedule
Allocate staffer shift or temporary shift.
6. Record collection
Collect records from the unit or import the backup record file.
7. Exception management
Deal with business leave/asking for leave/forgetting clock in/collective late.
8. Statistic report
Track, check and calculate records to generate time attendance report.

1. When the software is run for the first time, please set parameters including company name, time attendance rule, statistic rule for early, late and overtime etc. , leave class. When the setting is completed, it is usually not needed to be modified unless the management rule of this company changes.

2. Normally there are many departments in one company and all departments need to be entered manually unlike the directly import of staffer. Department setting should be completed before staffer maintenance.

3. When the software is used for the first time, please make a Text file (*. txt) or MS Excel file (*.xls) for company staffer in accordance with certain format. For the format, please refer to **【import staffer list】** so that all staffer can be import to the system at one time. Staffer can be added, deleted, modified and transferred to new department during future use.

4. First add the proper timetable (from on-duty time to off-duty time) according to the company rule and then set shifts.

5. After the shift setting is completed, it will work until shift is allocated to staffer. Each staffer can only have one shift. Please note the starting date of the shift. After the allocation of the shift, the arranged working date and time can be seen clearly for each staffer.

6. Transaction records are stored in the time attendance unit. Please download the records from the unit before report calculation. In addition, staff information and fingerprint templates can be uploaded and downloaded between the unit and the computer. Please refer to “Background management” for detailed information.

7. There is always staff away for business, asking for leave and forgetting clock happening in a company. Once it occurs, please deal with it in time in the software to ensure the correctness of the statistic report.

8．After all the above mentioned operation is done, the calculation of report can be operated. The report can calculate the time attendance status of all staffer or a certain staffer from a certain department in a certain time period.

In【Attendance Calculating and report】, first please select the starting and ending date of the staffer, click “Calculate” and the system will calculate automatically and check the validity of the records. (There are some invalid records during the use of the unit. For instance, if one staffer presses the finger twice during a very short time period, one of the records will be regarded as invalid.) If there is any error in the software calculation, admin can also modify manually to ensure the correctness of the result

Please note: From the above flowchart, we can see that if there is an error in calculation report for one staff, the possible reasons are as follows:

Staffer shift or temporary shift is incorrect.

Exceptions such as staffer away for business/ask for leave/forgetting clock in/out is incorrect.

Checking and calculation of transaction records is incorrect.

Chapter1 Introduction

The main theme of this chapter is the advantage of this T & A, as well as function introduction.

1 Product introduction

1.1 OA180 introduction

Bio series OA180 is a new standalone time attendance and access control system produced by this company in 2007. With the use of Anviz optical fingerprint sensor and new fingerprint recognition algorithm, OA180can identify all difficult fingerprints and has solved the long-lasting problem in fingerprint recognition field.

1.1.1 OA180 Appearance

OA180 is a wall mounted (128×64 blue LCD) fingerprint T&A and access control system, can be used offline or online! It can control locks also record time and attendance transactions.

OA180

Standalone model, compact design, easy installation and user-friendly interface

Korean design, Blue 128 x 64 dotted LCD

Philips industrial CMOS chip, reliable performance

Anviz optical sensor, durable and maintenance free

Excellent identification speed: less than 1 second

Several verification modes: fingerprint only, ID + password

Wiegand output to work with standard access controller

- Bundle with advanced software to meet all kinds of HR requirement
- Voice prompt, three-color LED indicator
- Communication method: RS232 and optional TCP/IP
- AA battery for emergency use
- Fingerprint capacity: 512
- Record capacity: 30000

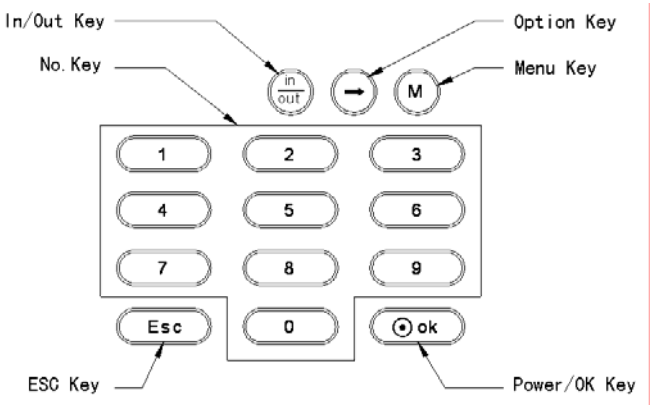
Chapter2 Operation Guide

This chapter is mainly about appearance illustration and relevant system settings such as how to add and delete users etc.

2 Operation Guide

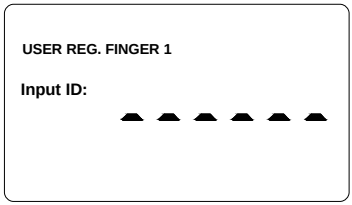
2.1 OA180 Operation Guide

2.1.1 Keypad introduction



2.1.2 User Registration

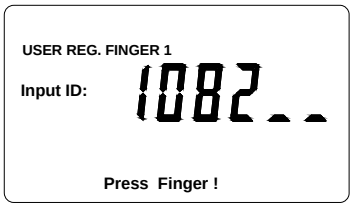
Press (M) firstly, enter original password 9999, and press (OK) to enter into user enrollment status as following:



Please note: Use (M) to change menu

The sequence is: user enrollment, user deletion, time setting.

System will auto-start with default serial number (Such as: 0001), enter new ID when it is required, press (Esc) to delete current ID, and enter specified ID.



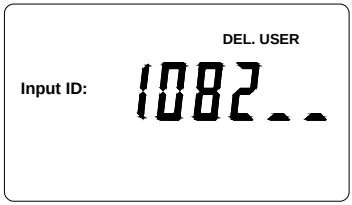
Please note: Use **to choose options**

1. The 1st fingerprint 2. The 2nd fingerprint 3. Password

Use to choose options and then press to ensure user enrollment. (Operate according to LCD indication)

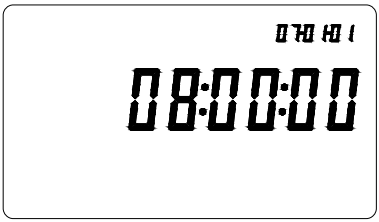
2.1.3 Delete users

Use to choose [User deletion] menu, enter the user ID and press .



2.1.4 Time setting

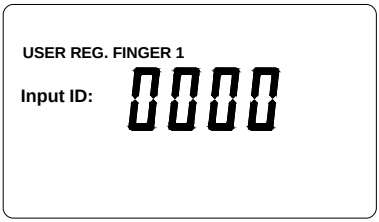
Press and select time setting, following displays, enter correct date and time, format is: YY-MM-DD/HH-MM-SS, for example 07-01-01 08:00:00 Press to confirm.



2.2 Other settings

2.2.1 Initialization (Empty all data)

Enter into enrollment mode, enter 0000 and then press OK, then enter 9999 to empty all data (All data will be deleted, such as: attendance records, staff information, staff fingerprints…)



Chapter3 System installation

This chapter mainly discusses the installation and un-installation of T&A software as well as the hardware and operation system requirement.

3 System installation

First we should install background management software on the computer. Please refer to the following steps:

3.1 Operation environment

Hardware requirement

Pentium Ⅱ 266 and above; PentiumⅢ500 and above is recommended

128 Memory and above; Minimum 100M hardware space

COM Port

CD-ROM (CD-ROM needed in installation)

VGA support 800*600 resolution and above

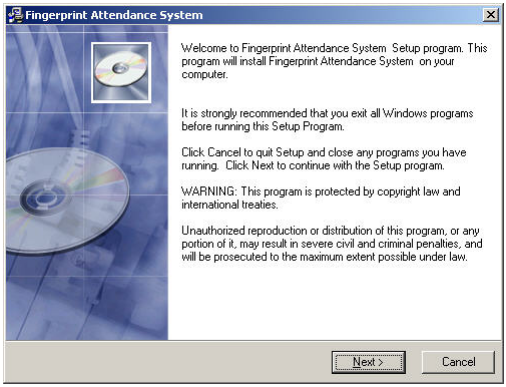
Operation system

Microsoft Windows 2000(recommended)

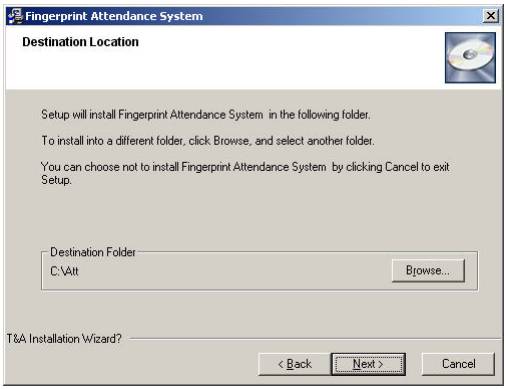
Microsoft Windows XP

3.2 System installation

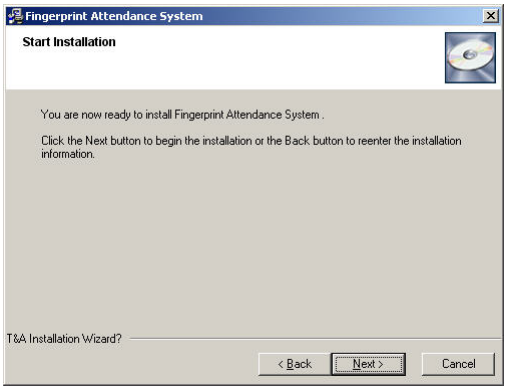
Please insert T&A disc into CD-ROM and the disc will automatically run the installation program. If not, please run setup.exe in the root directory of the disc. The following window will pop up:


Fingerprint Attendance System
Welcome to Fingerprint Attendance System Setup program. This program will install Fingerprint Attendance System on your computer.
It is strongly recommended that you exit all Windows programs before running this Setup Program.
Click Cancel to quit Setup and close any programs you have running. Click Next to continue with the Setup program.
WARNING: This program is protected by copyright law and international treaties.
Unauthorized reproduction or distribution of this program, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under law.
Next >
Cancel

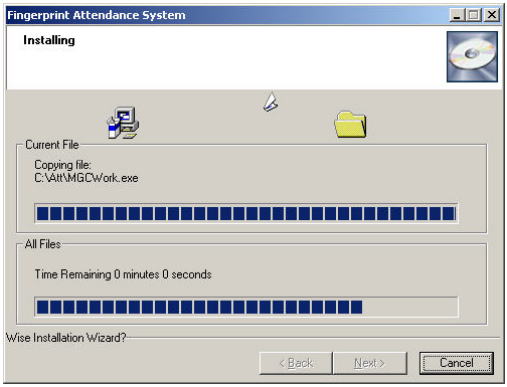
Click “Next” to continue installation (see the picture below:)


Fingerprint Attendance System
Destination Location
Setup will install Fingerprint Attendance System in the following folder.
To install into a different folder, click Browse, and select another folder.
You can choose not to install Fingerprint Attendance System by clicking Cancel to exit Setup.
Destination Folder
C:\Att
Browse...
T&A Installation Wizard?
< Back
Next >
Cancel

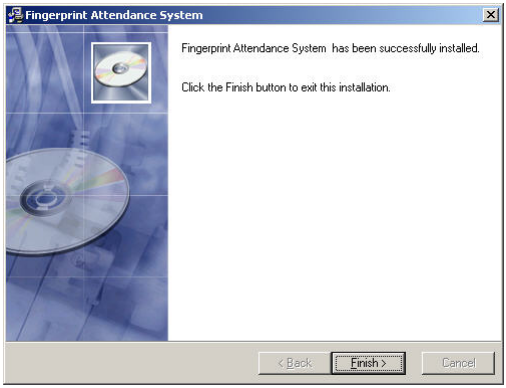
Select the target directory to install the program and the default is “C:\Att”. Click “Next” to continue installation (see the picture below:)


Fingerprint Attendance System
Start Installation
You are now ready to install Fingerprint Attendance System .
Click the Next button to begin the installation or the Back button to reenter the installation information.
T&A Installation Wizard?
< Back
Next >
Cancel

Click “Back” and installation will return to the previous screen and re-select target directory; Click “Next” and the installation will start as the following picture shows:

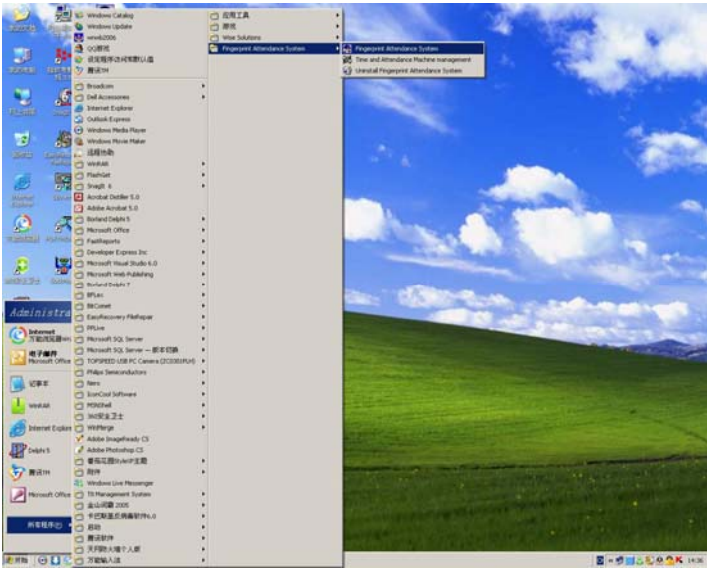


The installation will be done after seconds (see the picture below:)


Fingerprint Attendance System
Fingerprint Attendance System has been successfully installed.
Click the Finish button to exit this installation.
< Back
Finish >
Cancel

Click “Finish” to close the installation program and an icon

will be added to the desktop. Double click it and the T&A management system will be started. In addition, “Time and Attendance System” has been added to “All Programs”. Please see the picture below:



The shortcut of “Time and Attendance System” is included in “All Programs”

3.3 Uninstall the program

Click “Uninstall Time and Attendance System” in the above picture, click “Next” and the program will be uninstalled automatically.

Please note: All the files and data will be deleted after uninstalling the program so please make sure before operation.

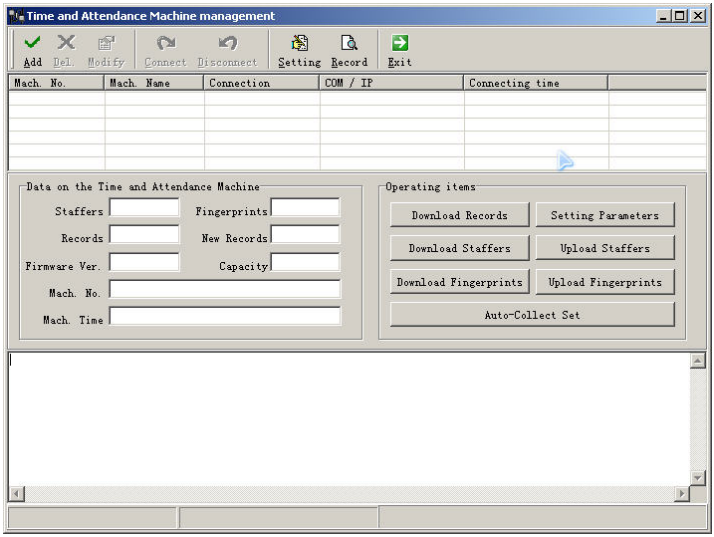
Chapter4 Communication

The chapter is mainly about how to add, delete and set communication between PC and terminal.

4 Data communication

4.1 Terminal management & communication

Click【External】on the management menu and choose【Connect To Time and Attendance Machine】, the following window will pop up :

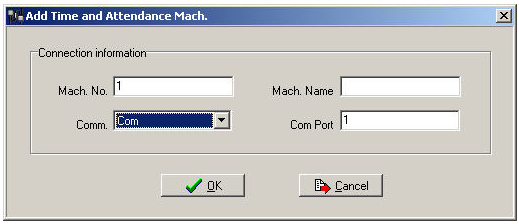


After successful connection via com port or network, date upload and download between terminal and software, parameters setting of the terminal can be realized very easily. Please do in accordance with follows:

The major functions of this software is:

4.1.1 Add time attendance terminal

Click 【Add】, the following window will pop up:



Serial Number: Serial number is used to identify every time attendance terminal (this number is on back label as “Serial No”);

Connecting methods: Set communication method between terminal and PC (COM, network, RS485)

IP address: the default IP address of the attendance machine is 192.168.0.218

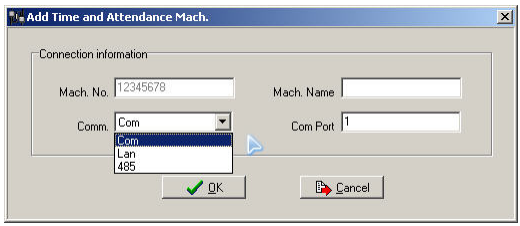
Com port number: Normally it is COM 1 but if COM 2 is used, COM port number should be set as 2.

Notice: the defaulting IP address of the attendance machine is: 192.168.0.218. If this IP address does not belong to your company network section, terminal IP address should be revised accordingly. Please refer to 4.1.8 for how to change IP address.

After entering terminal information, click 【OK】to finish and return to main window.

4.1.2 Modify Time attendance terminal

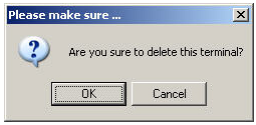
Choose the terminal and click 【Modify】, the following window will pop up:



Choose the communication method and click 【OK】to finish modification.

4.1.3 Delete time attendance terminal

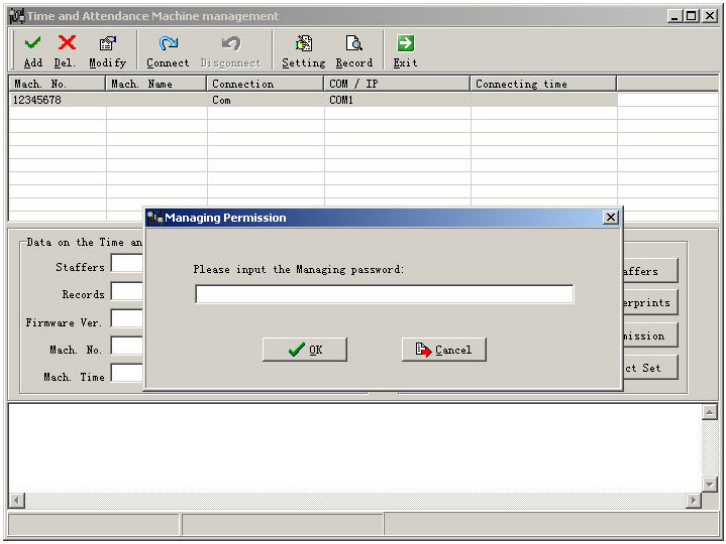
Choose the terminal and click 【Delete】, the following window will pop up:



Click 【OK】to finish deletion of the chosen terminal.

4.1.4 Connect to Time attendance terminal

Choose the time attendance terminal and click 【Connect】, the following window will pop up:



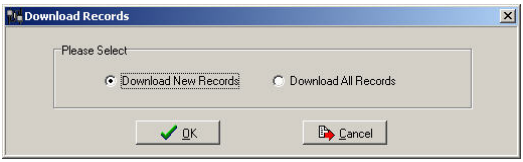
Notice: If the selected communication is LAN, computer IP should be set as 192. 168. 0. 7 and subnet mask as 255. 255. 255. 0. (Refer to 4.1.8 for IP address modification)

Enter correct password: Original password is 9999. After successful connecting, terminal information (staff, firmware version, fingerprint capacity …) can show up in the main window. Meanwhile, we can do some operation accordingly.

4.1.5 Download records

Click【Download Records】 in【Operating Items】and the window prompts:

Click【OK】, following will show:



If select 【Download New Records】, new records will be downloaded. If select 【Download all Records】, all records will be downloaded. Click【OK】to download records to management software.

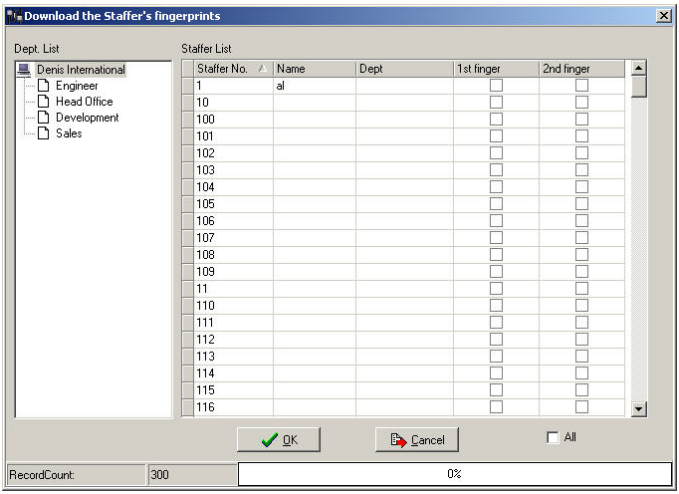
4.1.6 Download Staff

Click【Download Staffs】 in【Operating Items】and the window prompts:

Click【OK】to download staffs to management software.

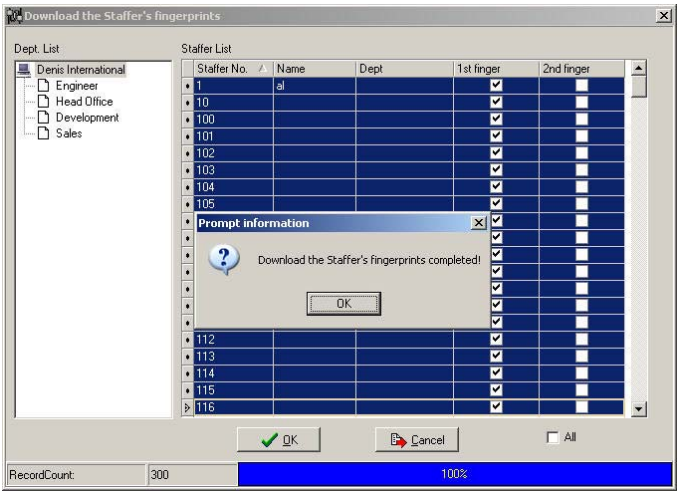
4.1.7 Download staff fingerprint

Click【Download Fingerprints】 in【Operating Items】and following window will pop up:



Click the staff(Tip: With Ctrl choose individual and shift choose many) and if click choose all, all staffs will be chosen, then click【OK】 to download fingerprints.

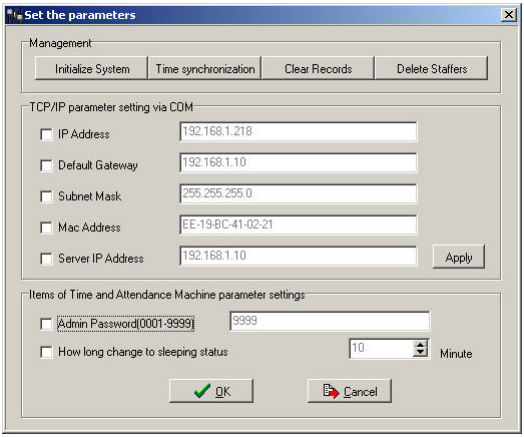
The following window will pop up:



After downloading, we can see which staffs have downloaded fingerprint and which staffs have not (operation can be down in accordance with actual need)

4.1.8 Set parameters for time attendance terminal

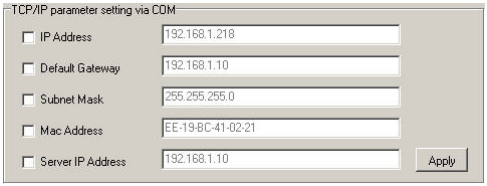
Click 【setting parameters】 in【Operating Items】setting parameters, the following shows:



If you want to modify any of these options, please firstly select the check box and then enter new value, after successful setting, click 【OK】Button to save.

☑ IP address

You can revise the IP into your own net section according to your need as the following shows:



Modify accordingly and click【Apply】to save all settings.

Note: IP address ect parameters only can be set by RS232 communication.

☑ Managing password（0001~9999）

The original managing password is 9999, you can reset your password between 0001~9999.

☑ How long time no operating entering into standby mode.

After a certain time without any operation to the system, the system will automatically enter into standby mode such as close the LCD display, close light of sensor in order to save power.

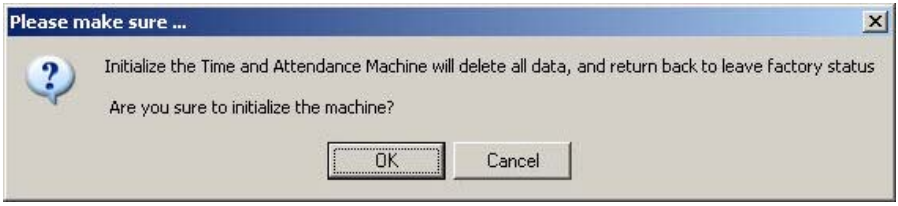
☑ Terminal language display

Set for the language support in the terminal, Chinese and English are optional.

4.1.9 Initialize terminal

【Initialize the attendance machine】

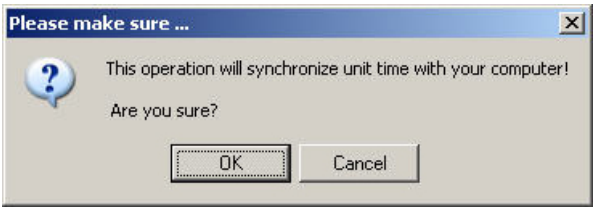
Click【Initialize System】in 【Data Management】 , the following shows:


Please make sure ...
Initialize the Time and Attendance Machine will delete all data, and return back to leave factory status
Are you sure to initialize the machine?
OK
Cancel

Click 【**OK**】 to start initialization. The machine system will resume to factory settings. All data will be cleaned up. Attention should be taken for this operation.

【Synchronizes the machine time with computer】This function is to adjust time of the attendance machine automatically according to the computer.

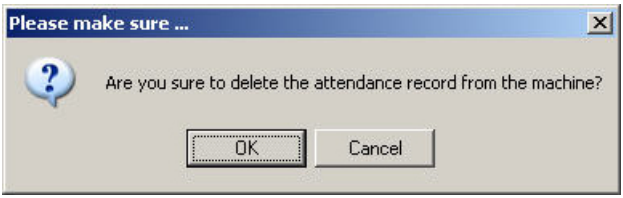
Click【Time synchronization】in【Data management】, following shows:



Click 【**OK**】 to synchronize time on machine.

【Delete attendance records】

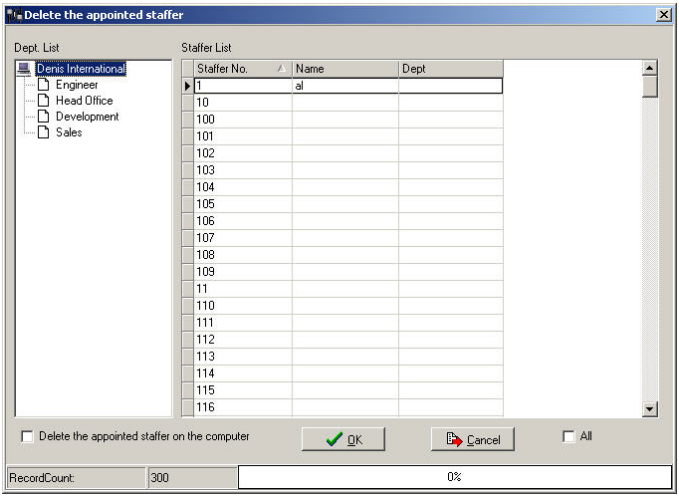
After operation “download records” is done, click【Delete attendance records】 to delete the out of date records in the attendance machine. As following shows, click【OK】to delete records.



Note: Please be carefully to do it, do it after successfully downloaded all records.

【Delete staff information】

Click 【Delete staff information】in【Data management】, following shows:

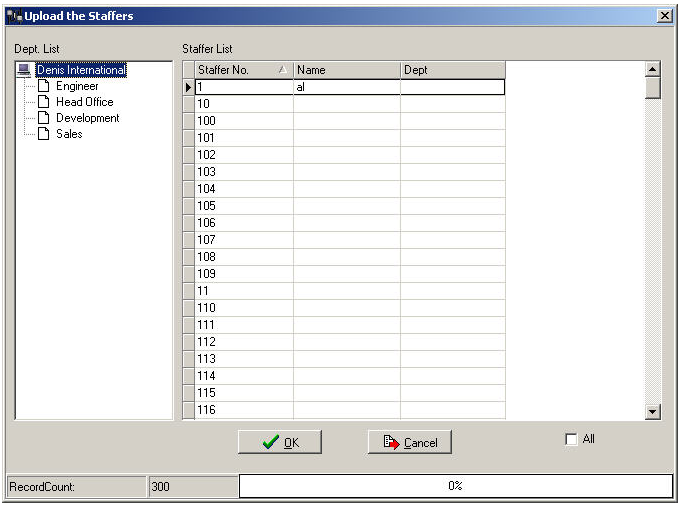


Click the staff (Use Ctrl or Shift key to multi-select) and if the staff has to be deleted at the same time, please choose 【Delete the selected staffs on computer】. Click 【OK】 to delete staffs.

Please note: ☑ Delete staff information on computer, here please pay attention to this item, please make sure if you want to do or not!

4.1.10 Upload Staffers

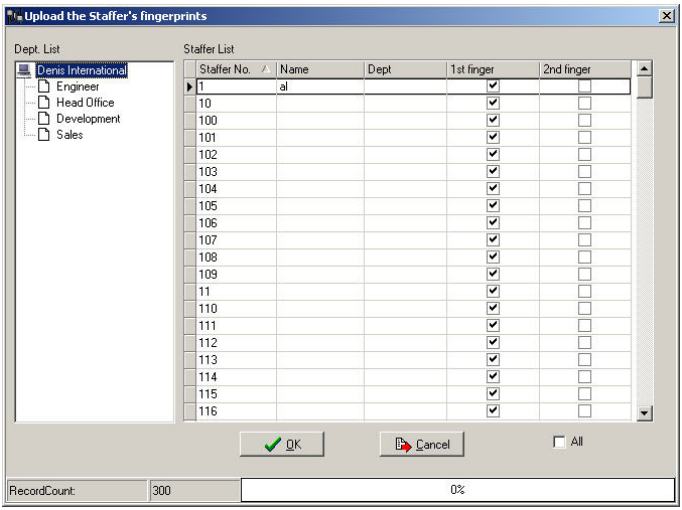
Click【Upload Staffs】 in【Operating Items】and the window prompts:



Choose the staffs (Use Ctrl or Shift key to multi-select) and click【OK】to uploadstaff information.

4.1.11 Upload fingerprints

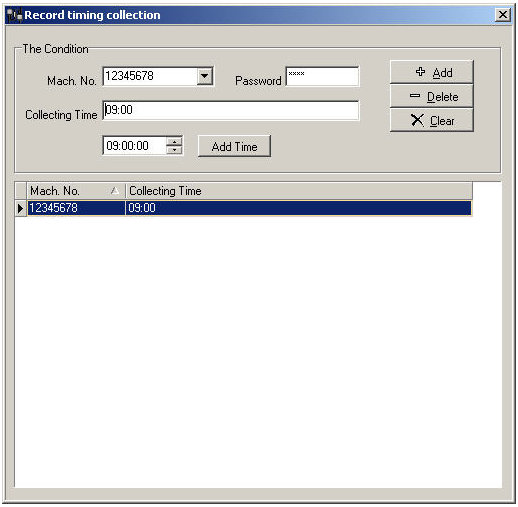
Click【Upload Fingerprints】 in【Operating Items】and the window prompts:



Choose fingerprints of the staff (Use Ctrl or Shift key to multi-select) and click【OK】to upload staff fingerprints.

4.1.12 Timing record collection

Click【Timing Record Collection】 in【Operating Items】 and window prompts:



This function enable collecting attendance records from the attendance machine automatically for timing; each machine can have 5 timings.

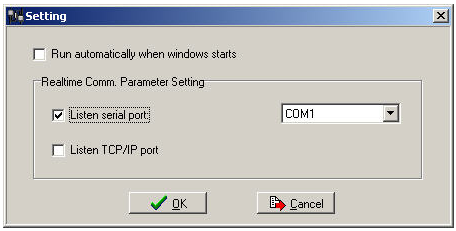
Mach. No.: Please select the correct machine

Password: Input password of the selected machine

Collecting time: Input the time in the input field before clicking 【**Add Time**】,on which you would like the system to auto-collect the record and click【**Add**】to finish adding the first timing. Do the same operation do add more timing. (Note: the maximum is 5 timings).

4.1.13 System settings

Click【Setting】in tool menu, following shows:



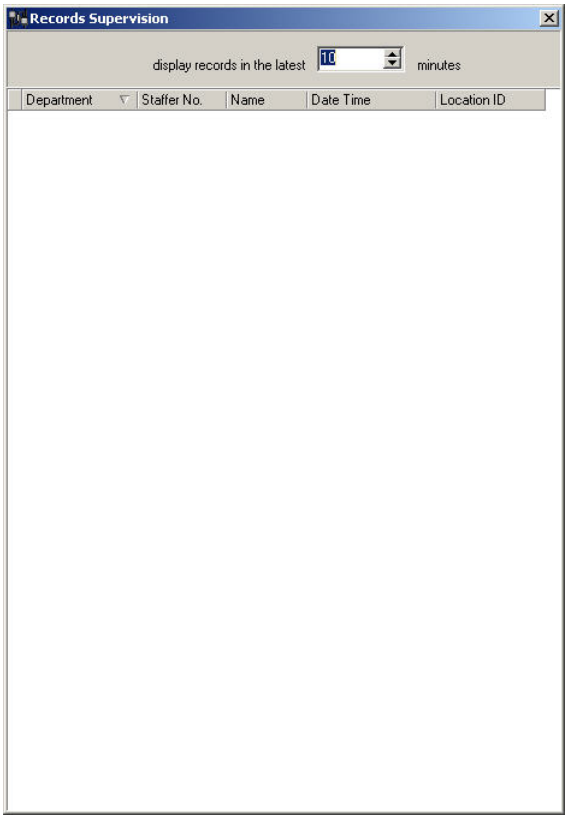
☑ Run automatically when system starts

☑ Listen to Serial port （Whether listen to it or not according to real need）

☑ Listen to LAN port （Whether listen to it or not according to real need）

4.1.14 Real time control

Click 【Setting】in tool menu, following shows:



This window displays records immediately of those that get verified, real time control time range can be adjusted from 1 to 120minutes.

Note: Only when you select “Listen to serial port” or “Listen to LAN port” in 【Setting】so that you can get real time data.

4.1.15 Disconnect attendance machine

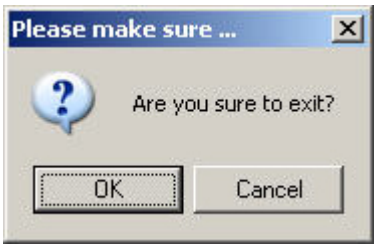
Click

to disconnect.

4.1.16 Exit system

Click

and following prompts:



Click 【OK】to exit from system.

Chapter5 Background management

The main theme of this chapter is how to collect attendance records from different terminals with management software and generate different reports. The background software can manage staff information, set rules of attendance etc.

5 Background management

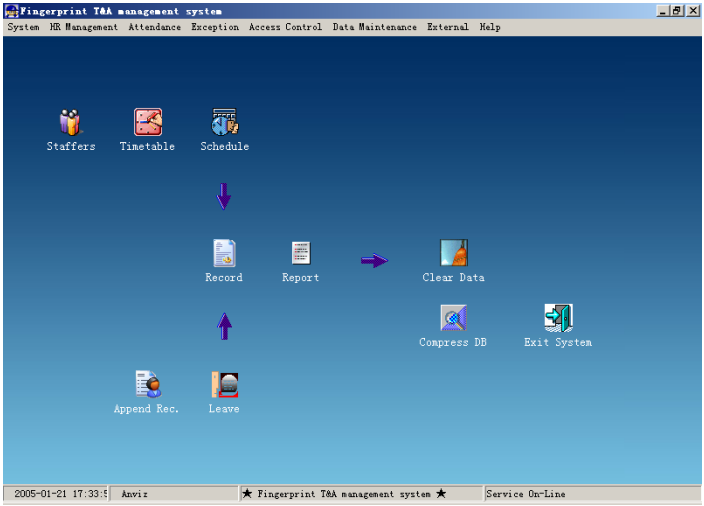
Management software can collect attendance records from different terminals, calculate according to shift setting and finally generate different reports. The background software can manage staff information, set rules of attendance etc.

5.1 Log in system

Double click the icon

on the desktop to start the attendance background management program. The log-in interface will pop up as follows:

The default administrator‘s name is “Admin” and password is empty. Log in system and the following interface will be displayed:



The main interface includes three parts:

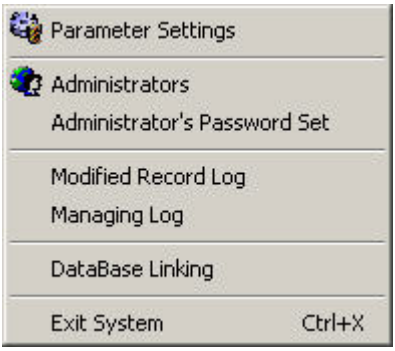
1. System menu: Include the whole function module& information

2. Shortcut button: Shortcut button of common function module, array in working order, easy to work on

3. Status column: Show the current time, logged-in administrator and system information.

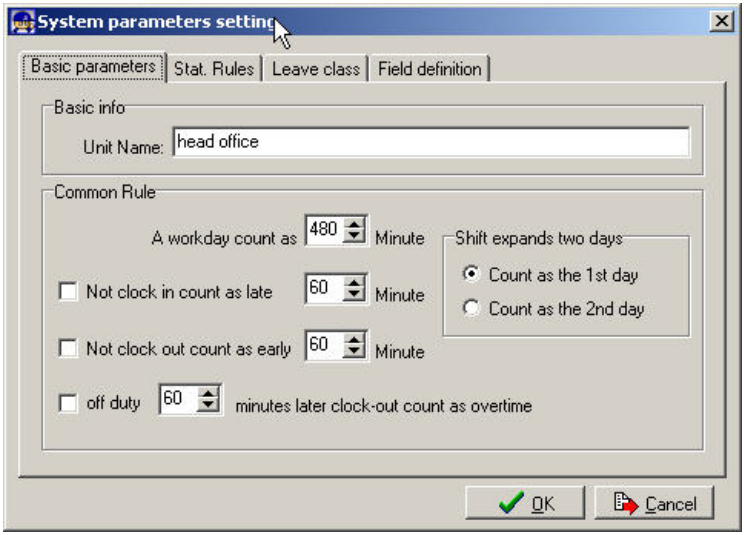
5.2 System settings

Click【**System**】 on the main menu, following springs:



5.2.1 Parameters Setting

Click【**Parameters setting**】in system menu. The following window will prompt:



Basic parameters:

Set your company name, the default is “Head office”

Input your company name that will be deemed as the head of departments list.

A working day count as how many minutes is the base for time attendance calculation which will be the transition standard to calculate the late to work/early to leave /free overtime items, minute is the good transition standard of hours and

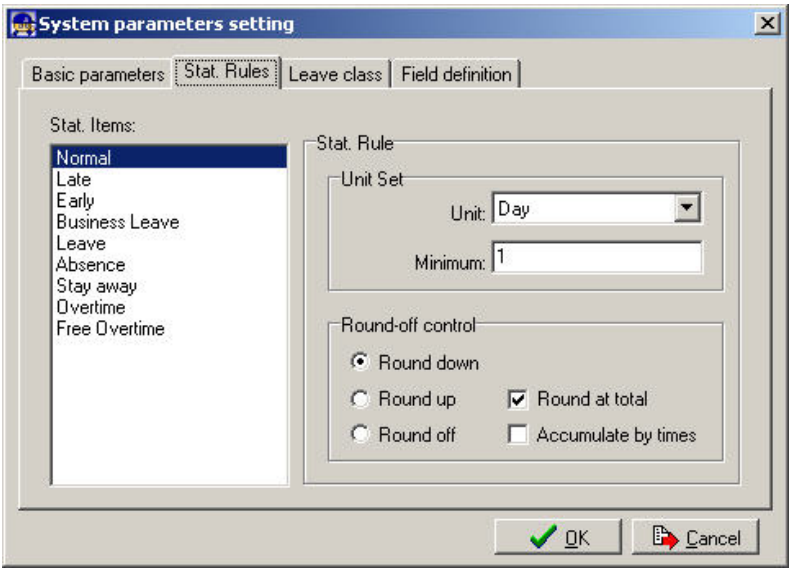
working day.

“Late for work as how many minutes” can be set when no clock-in on duty, “early to leave as how many minutes” when no clock out for off duty. Free overtime work can also be calculated on the base that how many minutes working after off duty time.

“Shift expand two days” is set under real condition.

Stat. Rules:

Click page【**Stat. Rules**】, following shows:



This page describes the stat. rules of items: normal, late, early, business leave, leave, absence, overtime, free overtime.

Accumulate by times: Only calculate the total times, display the accumulated times in report.

Round at total: Add up the total time and then round according to corresponding unit.

Round down: Abandon the decimal regardless it is. For example, if the minimum calculation unit is 1 day, if the accumulated time is 1.1 days or 1.9 days, the result of

calculation is 1 day.

Round up: Add one unit regardless the decimal is. For example, if the minimum calculation unit is 1 day, if the accumulated time is 1.1 days or 1.9 days, the result of calculation is 2 day.

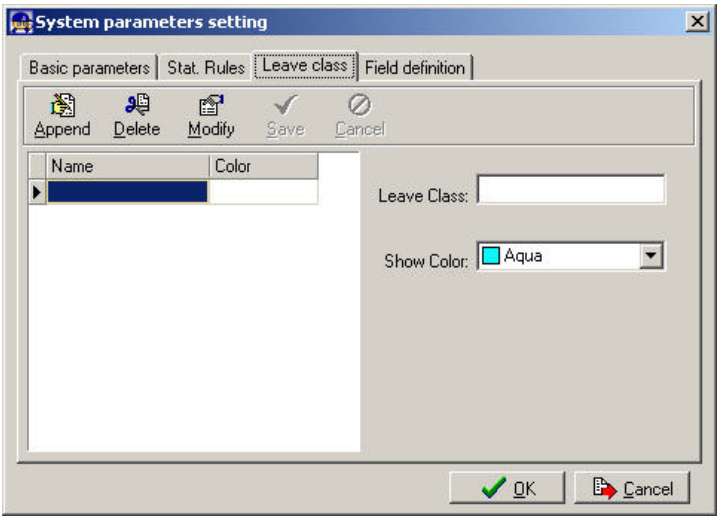
Round off: If the decimal is equal to or over 0.5, add one unit, or else, abandon it.

(Note: the setting of stat. Rules above will directly affect the statistical result

Please make above setting according to the true status of your company to ensure the accuracy of reports.)

Leave class:

Click【**Leave class**】,following shows:



Add new leave class:

Click【**Append**】, input the name of leave class and choose color and click【**save**】to finish.

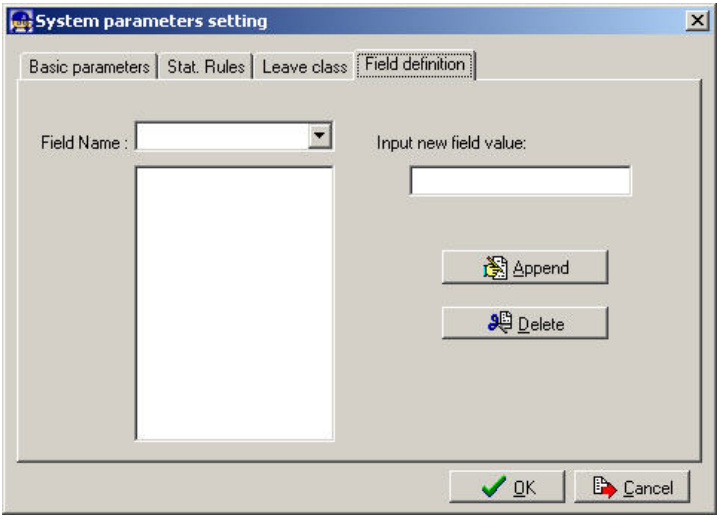
Revise leave class:

Select the name of leave class which one need to be revised, click【**Modify**】,input new name of leave class and color, click【**Save**】to finish.

Delete leave class:

Select the name of leave class which one need to be deleted, click 【**Delete**】,click 【**OK**】to finish.

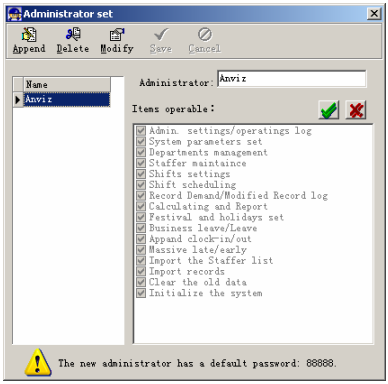
Field definition:



This page add the corresponding value for 【**Nation**】.【**Specialty**】.【**Position**】.【**Education**】in menu【**Staffer maintenance**】.

5.2.2 Administrator management

Click【**System**】-【**Administrators**】, following window shows:



Append new administrator:

Click 【**Append**】—input the name of new administrator within input field of【**Administrator**】, select corresponding privileges below and click 【**Save**】 to finish adding of new administrator. The default password of new administrator is 888888. Please log in as the new registered administrator and click menu【**System**】--【**Administrator's password set**】to set new password of administrator for system security.

(Note: When many administrators operate the software, it is necessary to set the access right for each administrator. That is to say: when an administrator log in, the functions he can operate are limited.)

Modify administrator:

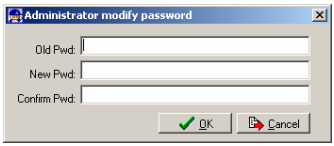
Select the name of administrator, click【**Modify**】, input new name of administrator and corresponding rights in【**Administrator**】and click【**Save**】to finish.

Delete administrator:

Select the name of administrator who will be deleted and click【**Delete**】to finish deleting according to the prompt.

Revise administrator password:

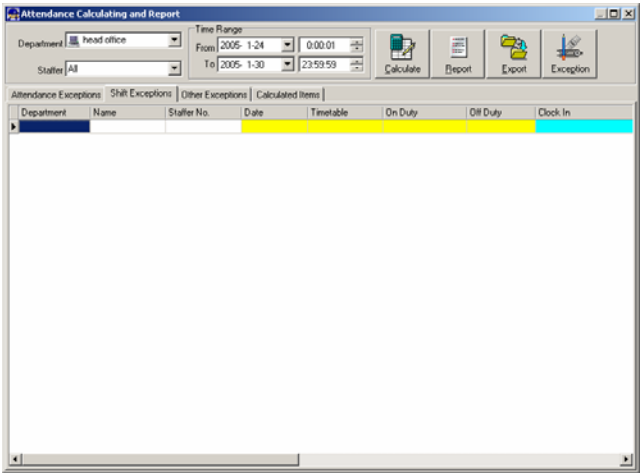
Click menu【**System**】--【**Administrator's password set**】, following springs:



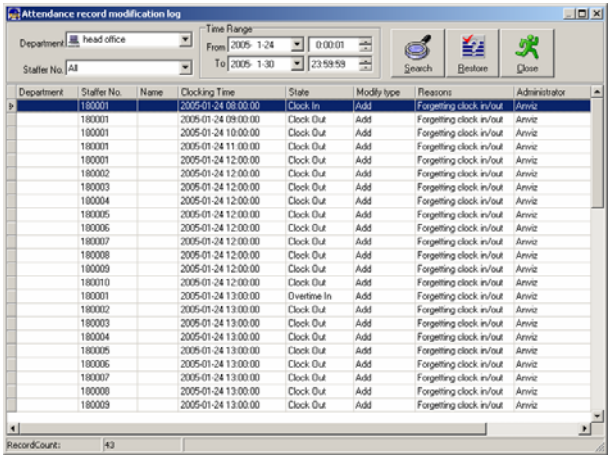
Input the original password in 【**Old Pwd**】, enter the new password in【**New Pwd**】, enter again in【**Confirm Pwd**】and click【**OK**】to finish.

5.2.3 Modified record log

Click menu【**System**】--【**Modified record log**】, following springs:



Select department, staffer ID and time range and click【**Search**】and those records which match the above condition will be displayed as follows:

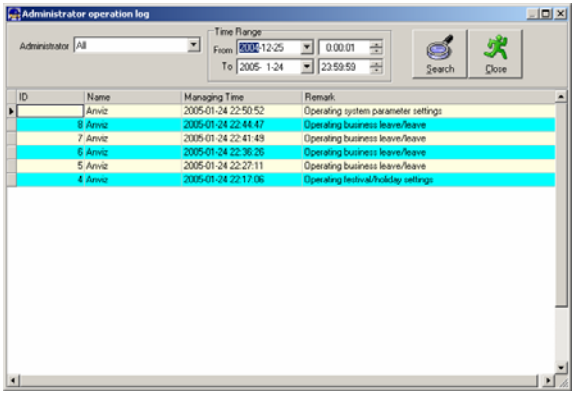


Note: Modified record log shows all the time attendance record modifications; If there's record that has been revised incorrectly before, it can be recovered by selecting this record and clicking【**Restore**】

Click【**Close**】to exit.

5.2.4 Managing Log

Click menu【**System**】--【**Managing log**】, following springs:

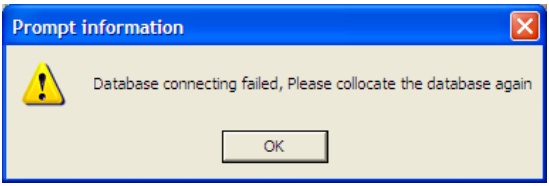

Administrator operation log
Time Range
Administrator All
From 2004-12-25 0:00:01
To 2005- 1-24 23:59:59
Search
Close
ID Name Managing Time Remark
8 Anviz 2005-01-24 22:44:47 Operating business leave/leave
7 Anviz 2005-01-24 22:41:49 Operating business leave/leave
6 Anviz 2005-01-24 22:36:26 Operating business leave/leave
5 Anviz 2005-01-24 22:27:11 Operating business leave/leave
4 Anviz 2005-01-24 22:17:06 Operating festival/holiday settings

This log records all the operations of every administrator. Select【**Administrator**】and the time range then click【**Search**】to see what operations have been done by this administrator within the selected time range, which makes it possible that the multi-administrators can use the software at the same time.

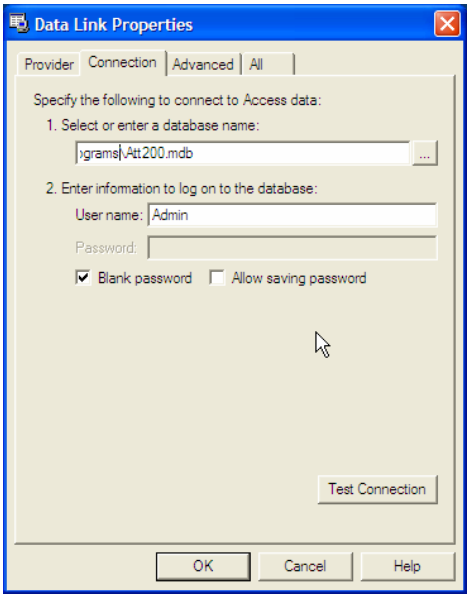
5.2.5 Database Link

This system adopts the database interface of Microsoft ADO. The acquiescence database is Access2000.The defaulted is att2003.mdb under the main setup directory. You can set up the database linking again according to the actual conditions.

When the following mistake appears, you should link database again:



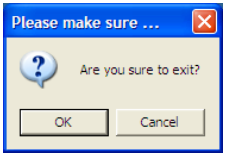
Click 【**Database linking**】in system menu, the following springs.



Input the database name or click the ... button to select the correct database file. . (Note: you can click 【**Test connection**】to test the connection correctness of the database.)

5.2.6 Exit System

Click 【**Exit system**】in System menu. The following menu springs.



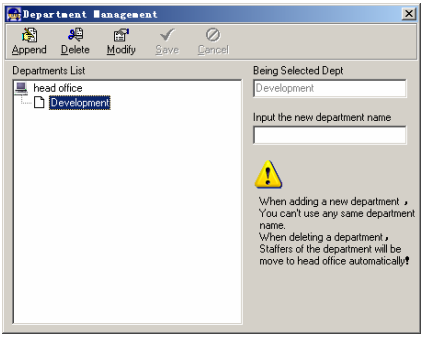
Click ok to exit management software and return to Windows system.

5.3 HR management

Click 【**HR Management**】on the main menu, Following springs:

5.3.1 Department management

Click 【**Department Management**】 in the 【**HR Management**】menu, springs the following window:



Add a new department

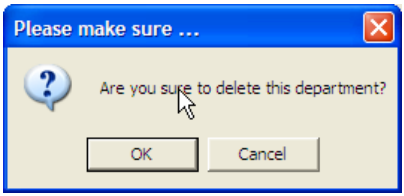
Click 【**Append**】, input the new department name and click 【**Save**】to add a sub department for the chosen department.

Department modification

Choose the department , click 【**Modify**】 and input the new department name, then click 【**Save**】.

Delete the department

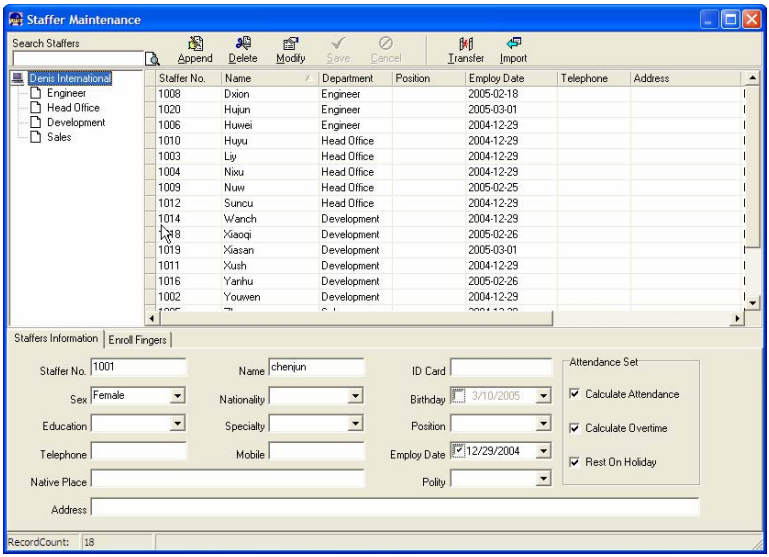
Choose the department , click 【**Delete**】and then click **OK** to complete.



(Note: repetition of department name is not allowed; if there are staffers existing in the deleted department, those staffers will be automatically transferred to department of head office.)

5.3.2 Staffer maintenance

Click 【**Staffer Maintenance**】in 【**HR Management**】 menu, the following window appears:



Append staff

Choose the department that the staffs belong to, clicks 【**Append**】, and input staff's information, then click 【**Save**】to complete.

(Note: The items of "Calculate attendance", "Calculate overtime", "Rest on holiday" below "Attendance Set" is correlated with report, please set it correctly. If the checkbox of "Calculate Attendance" of this staffer is not checked, there will be no statistical result for this staffer in the report. If checkbox "Calculate Overtime" is not checked, the statistical result of overtime of this staffer will be 0, unless he had 【**Temporary Shifts**】which defines as overtime working; If the checkbox of "Rest On Holiday" is not checked, holidays will make no effect on the shifts for this staffer; if the checkbox of "Rest On Holiday" is checked, thus for those holidays, even there are shifts on those days for the staffer, those shifts will be invalid. And if there are time attendance records of this staffer, those records will be deemed as free overtime.

Staff's modification

Choose the staff, click 【**Modify**】 and input the new information, then click 【**Save**】.

(Note: Staffer ID is the exclusive identity of staffer, which can only be added or deleted, but not revised!)

Staff's deletion

Choose the staff, click 【**Delete**】and then click 【**OK**】 to complete.

Please be cautious when delete the staff since all this staffer's time attendance records, shift arrangement will be deleted at the same time.

Import staffers:

Click【**Import**】, staffer importation window springs for importing staffers.

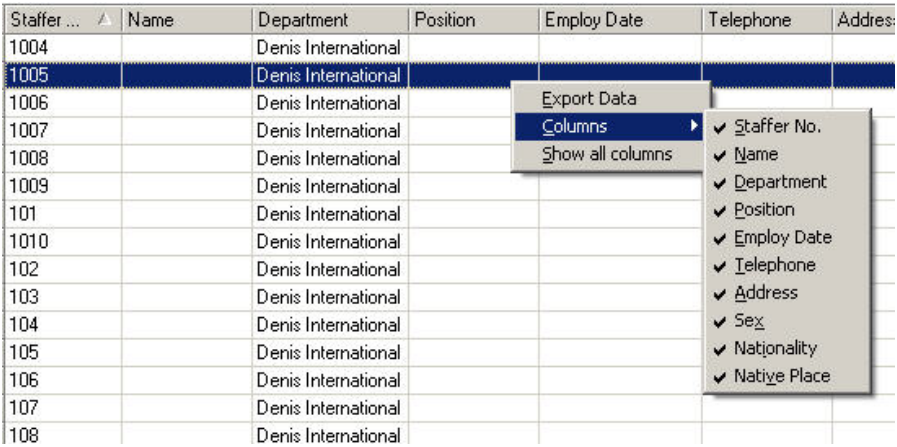
Staff's department shifting

Choose the staff you want to shift the department, click 【**Transfer**】 and following window will pop up:

Select the new department and click 【**OK**】to complete.

Export Staff:

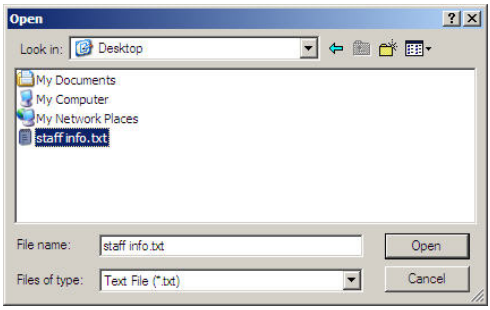
Right-click on staff list and the following window pops:



All displayed fields in staff info list can be defined through submenu of “Column”. Meanwhile, the modification will take effect and be saved.

Click【**Show all columns**】to display all fields in the list.

Click【**Export Data**】and following window will prompt:



Please select your target directory of your export, file format (txt or xls) and the file name. Click 【**Save**】 to confirm the operation.

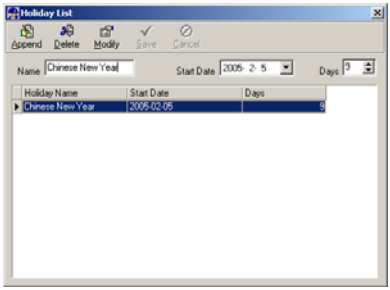
Notice: Exported Excel file can be used as backup information and can be imported again.

5.4 Attendance management

Click【Attendance】in the main menu, following springs:

5.4.1 Festivals and holidays setting

Click 【**Holiday List**】 in attendance menu. The following appears.



Add festivals or holidays

Click 【**Append**】 then input the festival or holiday name and the rules. Click 【**Save**】when ready.

Modification of festivals or holidays

Select the festivals or holidays you want to revise, then click 【**Modify**】 and input the new information. Click 【**Save**】when ready.

Deletion of festivals or holidays

Select the festivals or holidays you want to delete, then click 【**Delete**】 to perform Deletion of festivals or holidays.

5.4.2 Shift management

The relationship between shift and timetables:

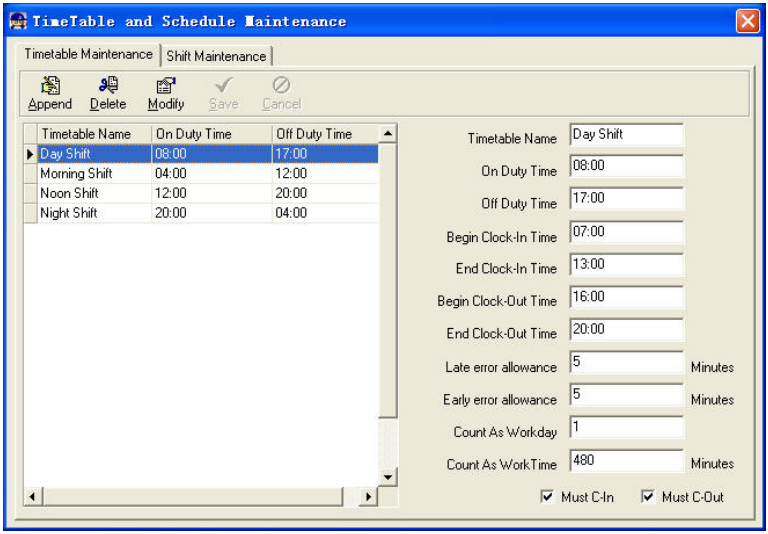
Shift setup should be done in two steps: First, setup necessary timetables. Second, setup shifts. One or more timetables can be included in one shift.

Timetable is the time period between On-duty and Off-duty required in the company rule. For instance, the company rule requires the working hours be 08:00-12:00 and 13:00-17:00; so 08:00-12:00 and 13:00-17:00 are two timetables. If such a shift needs to be setup, these two timetables should be setup first. Here, we

use time table “morning” to indicate “08:00-12:00” and time table “afternoon” to indicate “13:00-17:00”; so two timetables have been setup. (Please refer to the following chapter for details of how to add time tables) and then we can add a shift such as “Normal shift” in which “shift cycle” and “cycle unit” will be setup. Then we should add two timetables - “morning” and “afternoon” so that a shift setup is completed. Brief introduction is mentioned here for you to get a general picture of the relationship between timetable and shift. The details of shift setup will be found in the next two sections.

Timetable maintenance:

Click 【**Timetable and Shift**】in attendance menu. The following window appears.



Picture A Timetable Maintenance

Add a new timetable

Click【**Append**】and enter the corresponding information:【**Timetable Name**】For instance: Day Shift【**On duty Time**】(08:00) 【Off duty Time】(17:00)【**Begin Clock-in Time**】(07:00) 【**End Clock-in Time**】(13:00) 【**Begin Clock-out Time**】(16:00) 【**End Clock-out Time**】(20:00),【**Late error allowance**】(5)【**early error allowance**】(5)【**Count as work day**】(1)【**Count as work time XXX minutes**】(480).

Check【**Must C-In**】and 【**Must C-out**】, Finally click【**Save**】to confirm.

(Please note: Every item should be setup in timetables with no blank left.【**Begin Clock-in Time**】and【**End Clock-in Time**】setup the valid time period for clock-in. Records out of this time range will be treated as invalid ones. For instance【**Begin Clock-in Time**】is 07:00 and【**End Clock-in Time**】is 13:00. If clock-in record is 07:01 or 12:59, they are valid records but if clock-in record is 06:59, it is invalid. Besides, 【**Begin Clock-in Time**】and 【**End Clock-in Time**】 can be more than one day (meaning【**End Clock-in Time**】can be before【**Begin Clock-in Time**】) but it can't be longer than 24 hours.

【**Late error allowance**】means how many minutes after【**On duty**】are treated as "late",【**Early error allowance**】means how many minutes before【**End Clock-in Time**】are treated as "early"; 【**Count as work day**】and【**Count as work time XXX minutes**】are used in calculating business leave, leave, absence and overtime.

Checking 【**Must C-In**】and【**Must C-out**】 or not will affect the result of calculation. If【**Must C-In**】is checked and the timetable is included of Staff A's shift, he will be either considered absence or treated according to【**Not clock in count as late XXX minutes**】 in 【**Parameter Settings**】If he didn't clock in or ask for leave. Otherwise, even if there is Off duty record for him only, his attendance will be treated as normal.

The timetable Modification

Select the timetable name you want to revise, and click 【**Modify**】, then input the new information, click 【**Save**】when finished.

The timetable Deletion

Select the timetable you want to delete, click【**Delete**】, and click【**OK**】to make sure.

(Please note: Begin Clock-in Time and End Clock-in Time makes the valid time range for Clock in. Clock in out of this time range will be treated as invalid records. It is the same with Clock-out time. Please setup in accordance with practical situations.)

Example——Add a timetable:

Complete process for adding four timetables:

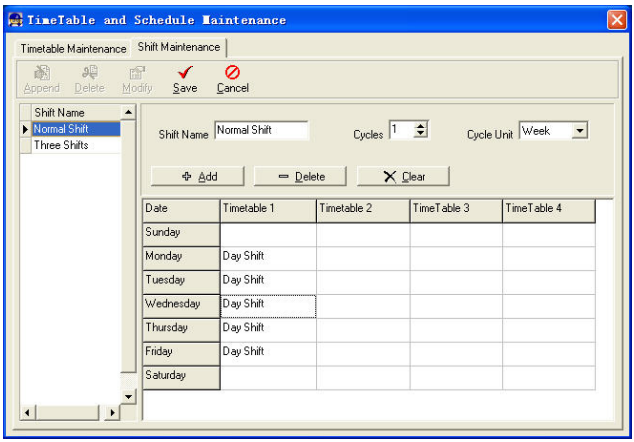
Day shift 08:00 - 17:00 Morning shift 04:00 - 12:00

Noon shift 12:00 - 20:00 Night shift 20:00 - 04:00

(Other information can be setup according to practical situations. Please refer to Picture A on Page 50. Please note there should be no blank left.)

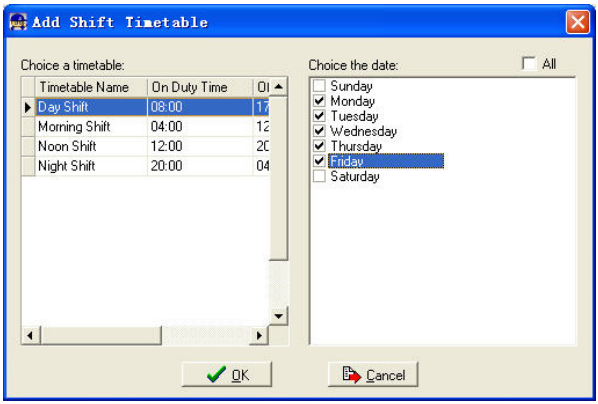
Shift Maintenance:

Click【**Shift Maintenance**】in Picture A on Page 50 and the following window pops up:



Add a shift:

Click【**Append**】and enter corresponding shit information in 【**Shift Name**】such as : normal shift 【**Cycle**】(1), 【**Cycle Unit**】(week), and click【**Add**】,select the timetables and time range required in this shift in the springing window (see the Picture B below) For instance, select the timetable – Day shift and select from Monday to Friday and then click 【**OK**】, back to this window and click 【**Save**】 to complete. (Please refer to the example for details.)



Picture B Add a timetable

Modify a shift:

Select the shift to be modified and click【**Modify**】, and enter new information in 【**Shift Name**】etc., click【**Save**】to complete.

Delete a shift:

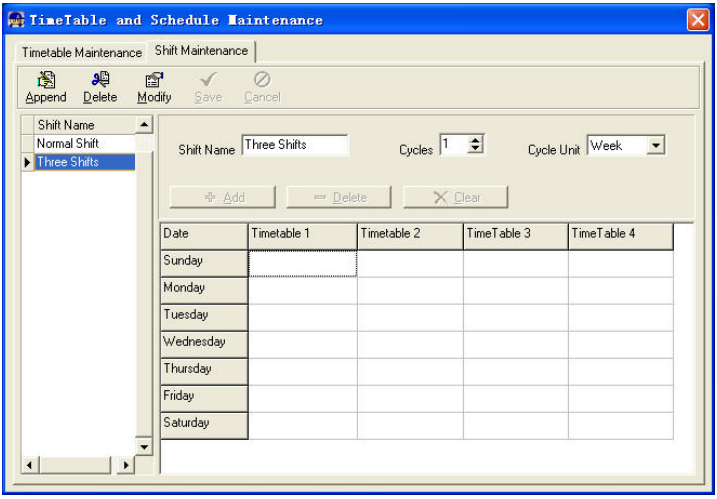
Select the shift to be deleted and click 【**Delete**】.

Example——Three shifts:

Add “Three shifts” Shift (Please note: It is assumed that the shift goes around every week, cycle every three weeks and staff are on holiday every Saturday and Sunday.)

Step 1:

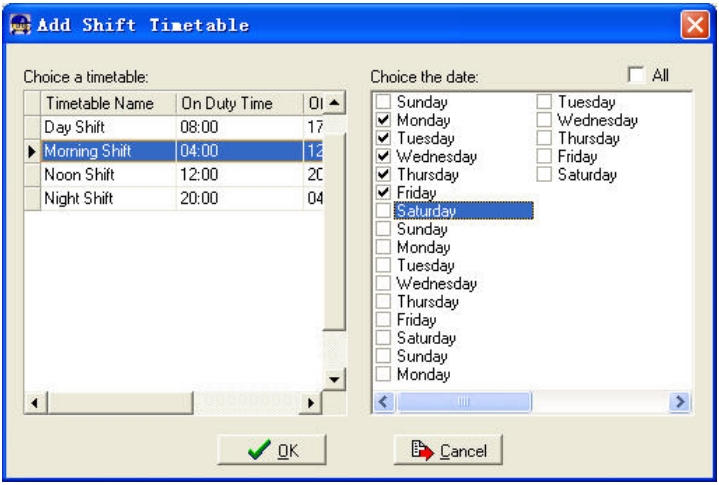
Click【**Append**】,enter “Three shifts” in 【**Shift Name**】,set【**Cycle**】to “3” and 【**Cycle Unit**】to “week”. Please see the picture below:



Step2

Add corresponding working hour timetable in accordance with “Cycle”: first week (morning shift, from Monday to Friday)

Click【**Add**】and the following window pops up:

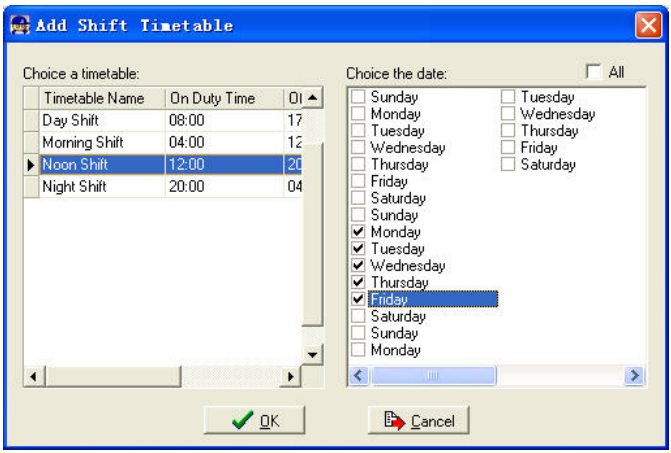


Select the timetable “Morning shift” to be added and select the time range to apply to this timetable ”from Monday to Friday of the first week” and click 【**Ok**】to

complete the setting of the first week.

The second week (noon shift, from Monday to Friday)

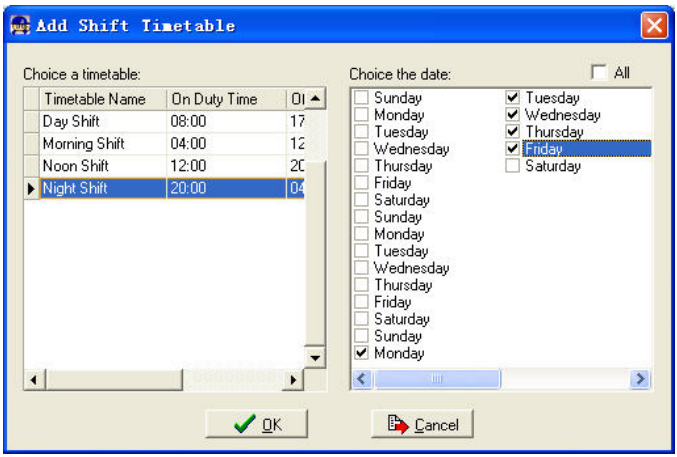
Click【**Add**】, make corresponding operation in the springing window(see the result below):



Click 【**ok**】to complete the working hour setting for the second week.

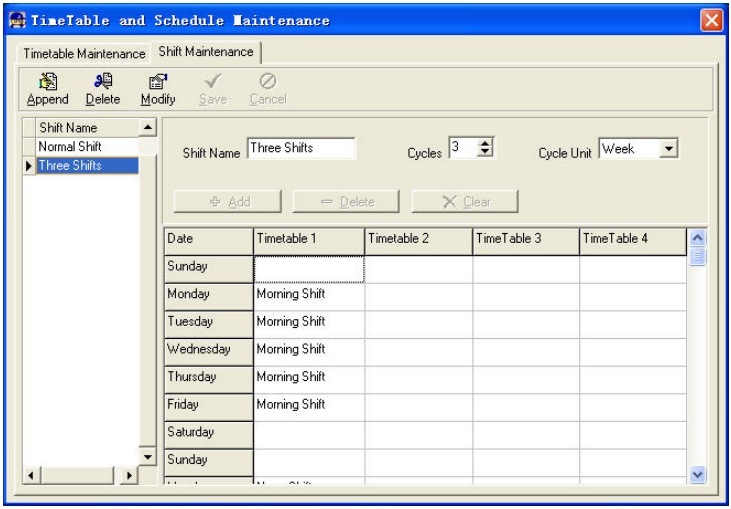
The third week (night shift, from Monday to Friday)

Click【**Add**】, make corresponding operation in the springing window(see the result below):

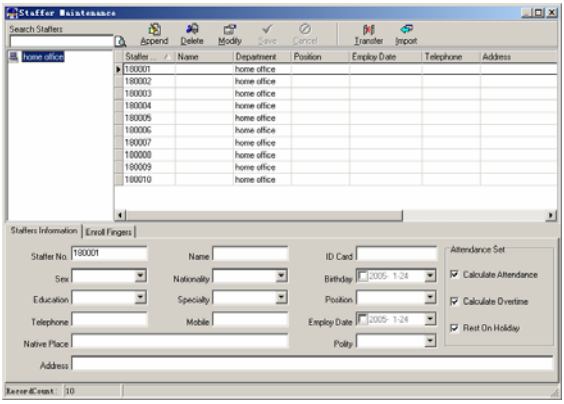


Click 【**ok**】 to complete the working hour setting for the third week.

After the completion of above steps, please don't forget to click 【**Save**】and the setup of "three shifts" will be done(see the picture below):

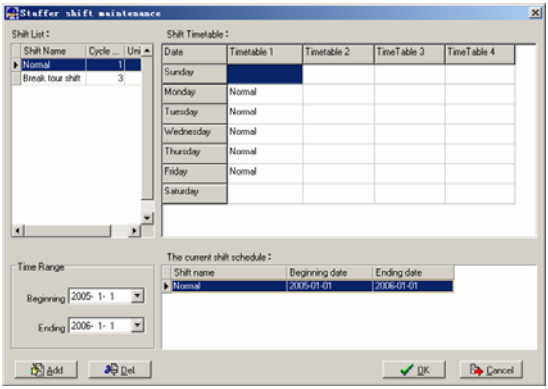


Click【**staffer scheduling**】 in【**attendance**】menu. The following window appears:



Picture C Staff scheduling

Choose the department or several personnel that need to arrange shifts, click Arrange, the following window appears:



Add a new shift

Select the corresponding shifts, for instance: The commencement date and deadline of this shift of “normal class '', click Add button, click ok on the pop up dialog box to finish the adding of new shifts.

Please note:

If the cycle unit of scheduling is “week” and the amount of cycle is more than 2, the starting date should setup as “Sunday”.

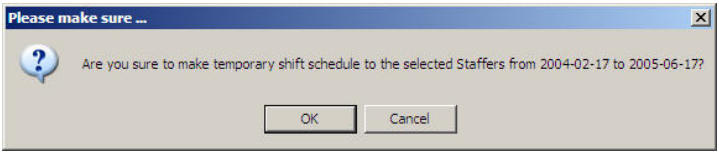
If the cycle unit of scheduling is “month” and the amount of cycle is more than 2, the starting date should setup as “1st day of a month”.

Deletion of the shifts

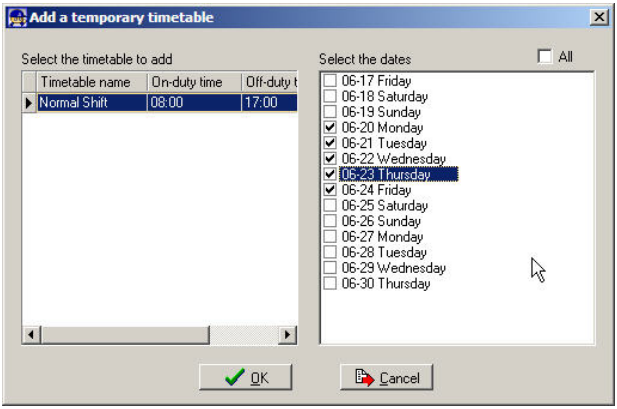
Select the shifts in the shifts form which you want to delete, click Delete button, click ok on the pop up dialog box to finish the deletion.

5.4.3 Arrange a temporary shift

When one or many staff's working time needs to be changed temporarily, you can arrange a temporary shift. Click add **【temporary】** the following window appears:


Please make sure ...
Are you sure to make temporary shift schedule to the selected Staffers from 2004-02-17 to 2005-06-17?
OK
Cancel

Click【**OK**】 and the temporary scheduling can be operated. Then click【**Add**】 and the following window will pop up:



Click 【**OK**】and the timetables will be saved. Click【**Save**】and the temporary scheduling will be saved.

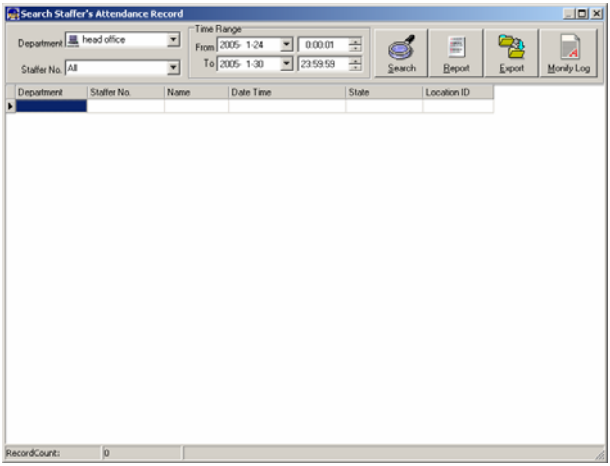
【**Delete**】:Delete the selected timetable;

【**Clear**】:Delete all the timetables in the current time range;

【**Cancel**】:Delete the existing temporary scheduling in the selected time range;

5.4.4 Attendance records

Click 【**Attendance Records**】in 【**Attendance**】 menu, the following appears:



Inquiry of attendance record

Select the department, staff, the beginning and ending time that need to inquire about, then click search, you can get the corresponding attendance record.

Attendance record report form preview

Click【**Report**】 when the window displays the attendance inquiry records, you can get the report form automatically.

Attendance records exporting

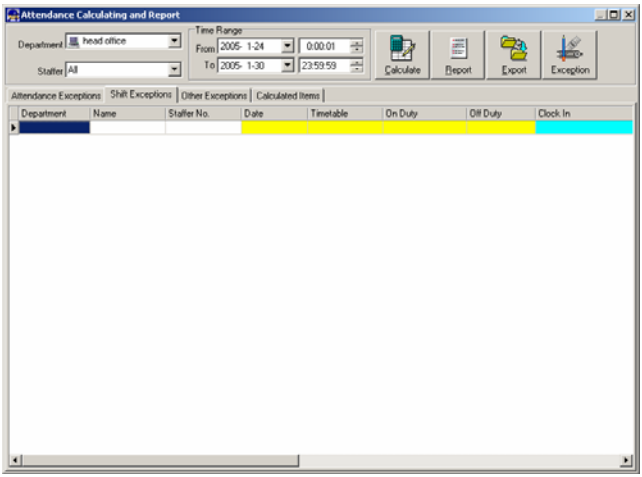
If need to lead out the attendance record , only need to click export, you can lead out the data inquired . (File format: txt, xls)

Click【**Modify Log**】and the log-modifying window will be called for reviewing the modification log of time and attendance records.

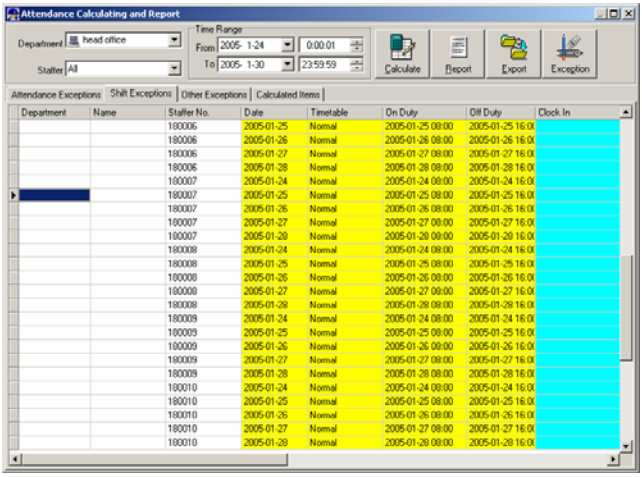
5.4.5 Attendance statistical report forms

Inquiry of report form:

Click【**Calculating and report**】in 【**Attendance**】menu, the following window appears:



Select the beginning, the ending date and the department and staff that need to be calculated, then click calculate, the following window appears:



There are four Tabs of information after search and calculation which can be viewed respectively:

【Attendance Exceptions】:Display the dealt result of the original attendance records;

【Shift Exceptions】Display Staff's attendance result in the scheduled time period;

【Other Exceptions】Display Staff's leave, out and overtime etc.;

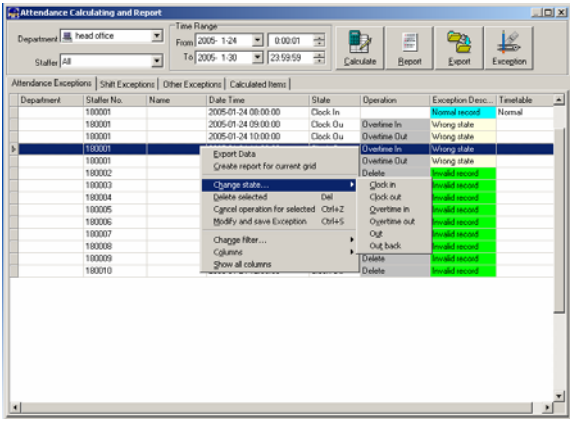
【Calculated Items】Display all Staff's calculated items such as "normal", "actual", "late", "early", "absent", "overtime" etc.

Please note: When dealing with "Out" calculation, there should be "Out back" and only "Out" and "Out back" in one shift can be calculated.

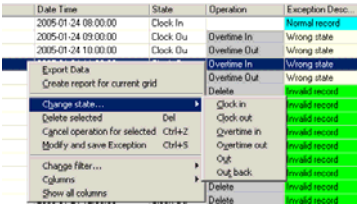
Working hours in the report="Actual"-"Late"-"Early"-"Out"

Exceptions of attendance records dealt with:

Open the attendance exceptions option card to deal with the records:



We will see such mistakes as “state mistake “,” invalid record”, “repeated record”, etc. are described. (If we will revise to write down, click the right key and springs the following menu):



The definition of each option as follows:

【Export Data】:Export the data in the current attendance record list to a file in txt or xls format;

【Create report for current grid】:Generate report based on the data in the current attendance record list for preview and print;

【Change state】:Change the selected attendance record to a new state. Manually deal with the attendance record according to the practical situation;

【Delete selected】: mark the record as manual deleting, deleting when save it;

【Cancel operation for selected】:Cancel revision to this record;

【Deal with and save】:You can save the records that have been treated. If you want to see the changed records, you can click **【modified record log】** in system menu;

【Filter the record】:If there are too many records, you can filter them, and

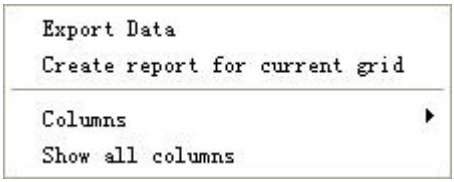
keep down the corresponding record you want;

【**Columns**】:Define the fields displayed. Meanwhile, the modification will take effect and be saved;

【**Show all columns**】:Display all fields in【**Columns**】;

Please note: We can manually modify the record as stated above to assure the veracity of the report according to the practical situation. If there is misoperation, the records can be recovered through【**Modified Record Log**】in【**System**】.

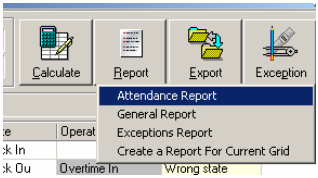
Right Click in【**Shift Exceptions**】,【**Other Exceptions**】,【**Calculated Items**】the following shortcut menu will pop up:



The operation is the same as stated above.

Report:

Click【**Report**】and the following menu will pop up:



Picture D

【**Attendance Report**】:Calculate staff's attendance record;

【**Daily Report**】:Calculate staff's daily attendance record;

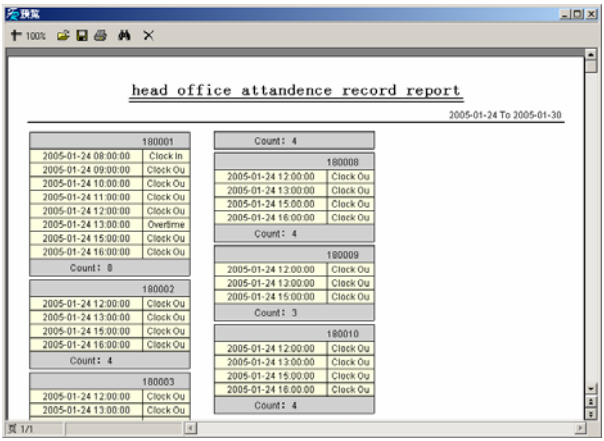
【**General Report**】:Calculate all staff's attendance items such as "normal", "actual", "late", "early", "absent", "overtime" etc;

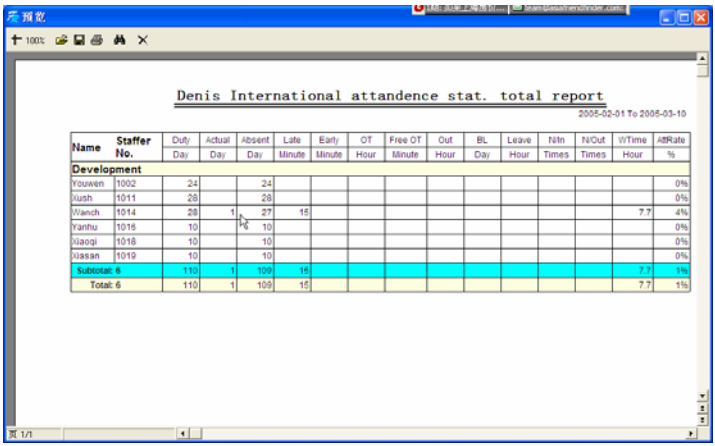
【**Exceptions Report**】:Calculate staff's "out", "overtime", business leave/personal leave" etc;

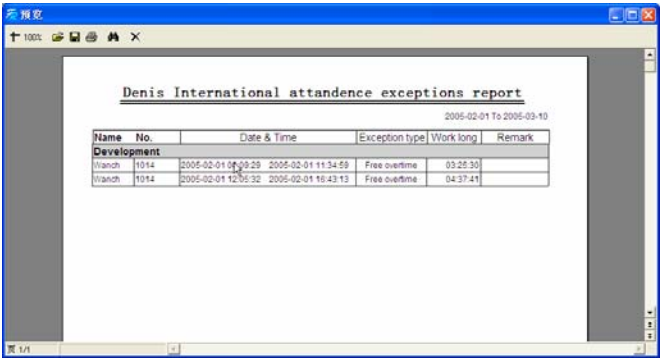
【**Create a Report For Current Grid**】:Print preview of the current displayed

grid.

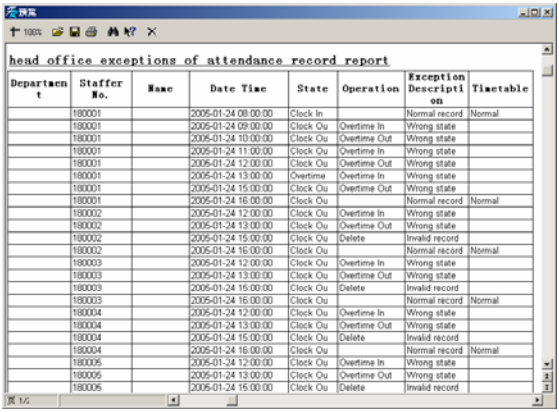
See reports respectively:





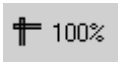

Denis International attandence exceptions report
2005-02-01 To 2005-03-10
Name No. Date & Time Exception type Work long Remark
Development
Wanch 1014 2005-02-01 08:29:29 2005-02-01 11:34:59 Free overtime 03:25:30
Wanch 1014 2005-02-01 12:05:32 2005-02-01 16:43:13 Free overtime 04:37:41

Other Report:


head office exceptions of attendance record report
Departaen t
Staffer No.
Name
Date Time
State
Operation
Exception Descriptl on
Timetable
180001 2005-01-24 08:00:00 Clock In Normal record Normal
180001 2005-01-24 09:00:00 Clock Ou Overtime In Wrong state
180001 2005-01-24 10:00:00 Clock Ou Overtime Out Wrong state
180001 2005-01-24 11:00:00 Clock Ou Overtime In Wrong state
180001 2005-01-24 12:00:00 Clock Ou Overtime Out Wrong state
180001 2005-01-24 13:00:00 Overtime Overtime In Wrong state
180001 2005-01-24 15:00:00 Clock Ou Overtime Out Wrong state
180001 2005-01-24 16:00:00 Clock Ou Normal record Normal
180002 2005-01-24 12:00:00 Clock Ou Overtime In Wrong state
180002 2005-01-24 13:00:00 Clock Ou Overtime Out Wrong state
180002 2005-01-24 15:00:00 Clock Ou Delete Invalid record
180002 2005-01-24 16:00:00 Clock Ou Normal record Normal
180003 2005-01-24 12:00:00 Clock Ou Overtime In Wrong state
180003 2005-01-24 13:00:00 Clock Ou Overtime Out Wrong state
180003 2005-01-24 15:00:00 Clock Ou Delete Invalid record
180003 2005-01-24 16:00:00 Clock Ou Normal record Normal
180004 2005-01-24 12:00:00 Clock Ou Overtime In Wrong state
180004 2005-01-24 13:00:00 Clock Ou Overtime Out Wrong state
180004 2005-01-24 15:00:00 Clock Ou Delete Invalid record
180004 2005-01-24 16:00:00 Clock Ou Normal record Normal
180005 2005-01-24 12:00:00 Clock Ou Overtime In Wrong state
180005 2005-01-24 13:00:00 Clock Ou Overtime Out Wrong state
180005 2005-01-24 15:00:00 Clock Ou Delete Invalid record

Print Report:

Toolbar of report preview is as the following picture:



Adjust the ratio of preview content ;

Open the existing report file;

Find the report file (*.frp) to be opened, select it and click【**Open**】to see the report.

Save report to file;

Select the directory to save the report to, enter the file name and click【**Save**】 to complete the backup of the report for future check or copying to another computer for printing; extension file name is “*.frp”.

Print Report;

Close Preview

Data Export:

In picture D on page 62, click【**Export**】 and the displayed data of grid in the current window will be exported to a file(*.txt or *.xls). It has the same function as 【**Export Data**】when right clicking in each grid.

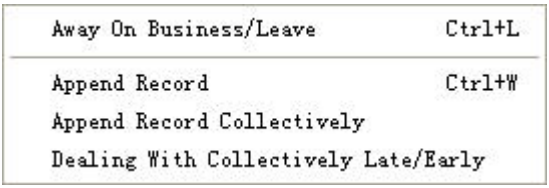
Exceptions dealt with:

In picture D on page 62, click【**Exception**】 and the following menu will pop up:

Click options one by one in the menu and the following modules will pop up respectively:【**Append record**】, 【**Late/Early Collectively**】,【**Business Leave/leave**】 and 【**Modified Record Log**】.If the calculation result is incorrect for some staff, first, please check whether there is leave or forgetting Clock in or Clock out for this staff. If there is, please deal with the records through above menu. Please refer to the next chapter for more details.

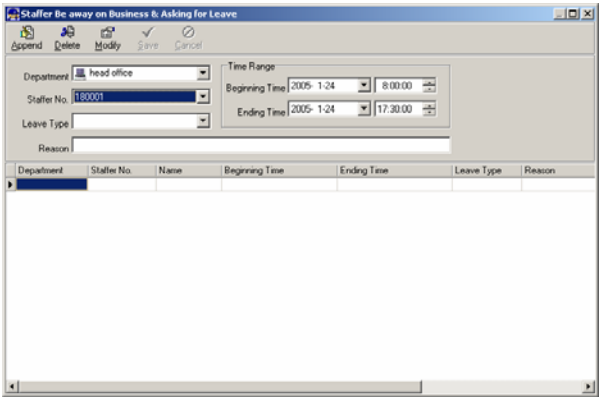
5.5 Deal with exceptions

Click 【**Exception**】 on the main menu, following springs:



5.5.1 Away on business/ask for leave

When the staff can't punch in/out because of going out on business or asking for leave, in order to guarantee the exactness of the final statistics, we should make these settings through this function. Click **【away on business/leave】** in **【exception】** menu, the following interface springs:



Deal with staff away on business / leave:

Click **【append】**, then select the proper department, staffer ID, beginning time, ending time, leave type, and click save when ready.

Modification of staff away on business or leave:

Select the appointed staffer whom you want to make this modification to, and click **【modify】**. Then you can modify the relative information, click **【save】** when ready.

Deletion of staff away on business or leave

Select the appointed staff and the relative information you want to make this deletion, and click **【delete】**.

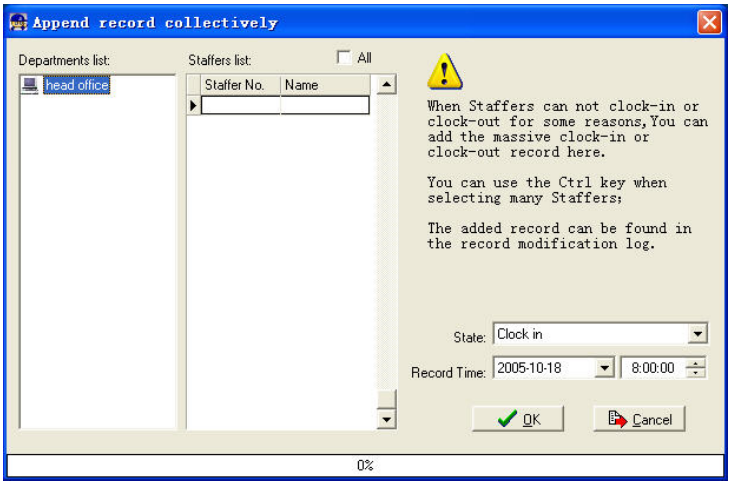
5.5.2 Deal with forgetting punching in/out

If a staffer didn't punch in because of special reason, you can use this function to append the forgetting attendance record. Click 【**append record**】 in 【**exception**】 menu, the following window Springs:

Select the relative items and click 【**append**】 when ready.

5.5.3 Punching in/out collectively

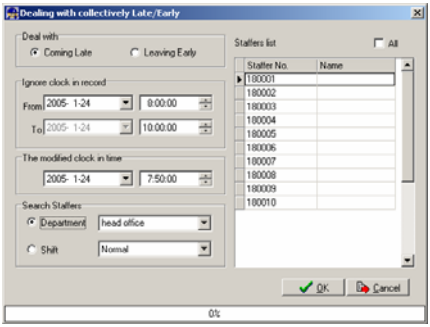
When part or all of the staffers in a department did not punch in/out because of some reasons, please you can use this function to add punching in/out collectively, click【**Exception**】--【**Punching in/out collectively**】,following springs:



Select the department, thus the staffers in the department will be listed in the staffer list, select the staffers whom you want to add records on to, then select punching in or out and the time, click【**ok**】to finish.

5.5.4 Deal with coming late / leaving early collectively

When collectively coming late / leaving early takes place for some allowable reasons, you can use this function. Click 【**append record collectively**】 in exception menu. The following springs:

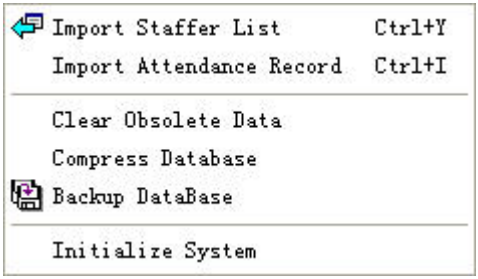


Steps as follows;

1. Click “Dealing with Collectively Late/Early”;
2. Select time range for “ignore clock in record”;
3. Select the “modified clock in time”
4. Search staff through department or shift;
5. Select staff;
6. Click【OK】to confirm.

5.6 Data maintenance

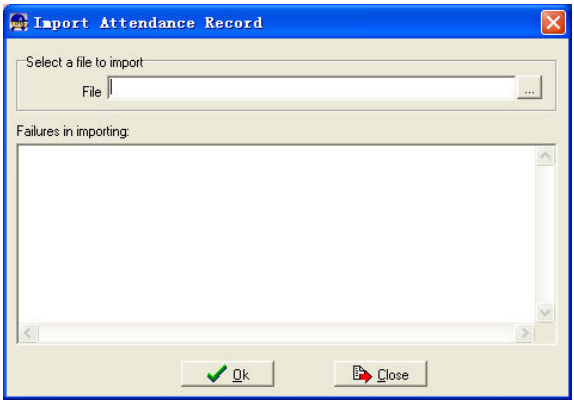
Click 【**data maintenance**】on the main menu, following springs:



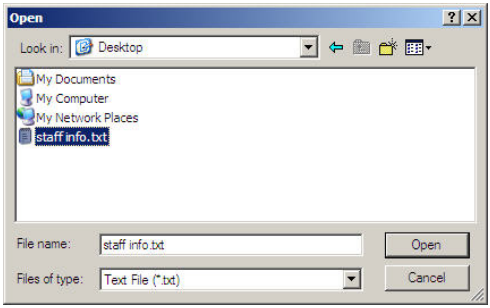
5.7 Personnel lists importing

Click【**import staffer list**】in【**data maintenance**】menu. Pop up the following

window:



Click ... to select the personnel list file for importing.



Select the right file which can be in *.txt or MS Excel (*.xls) formats, then click 【**open**】to get back to above window, click 【**ok**】to start!

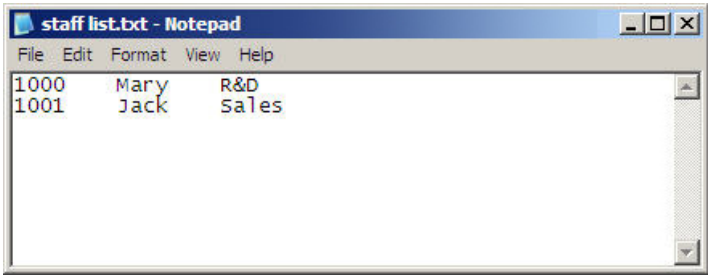
The definition of （*.txt） data format as follows:

This format of file only can import the staffer info of “ID, Name, department”;

The format of data must follows: Staffer ID+Tab+Name+Tab+Department;

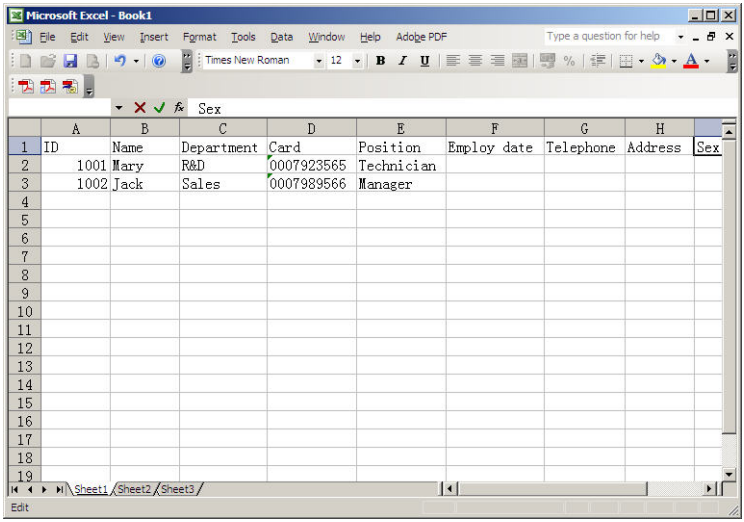
Each staffer information takes one line, no blank line between one another.

See following:



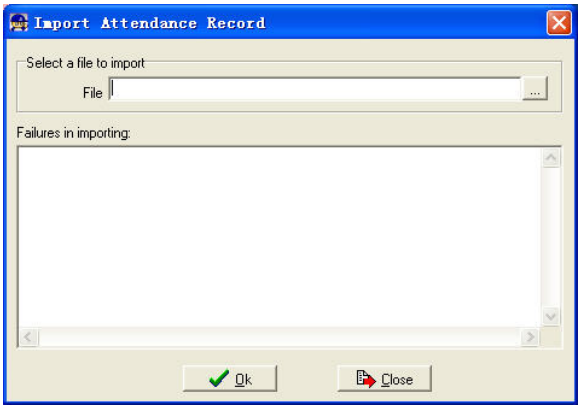
The definition of MS Excel（*.xls） data format as follows:

This format of file can import the staffer info includes: ”ID, Name, Department, card, position, employ date, telephone, address, sex, nation, birthday, native place, ID card, mobile, education, SIN, specialty”; put those items on the head line and input the items by order, the order can not be changed.


Microsoft Excel - Book1
Sex
ID Name Department Card Position Employ date Telephone Address Sex
1001 Mary R&D 0007923565 Technician
1002 Jack Sales 0007989566 Manager
Sheet1 Sheet2 Sheet3
Edit

5.7.1 Attendance records importing

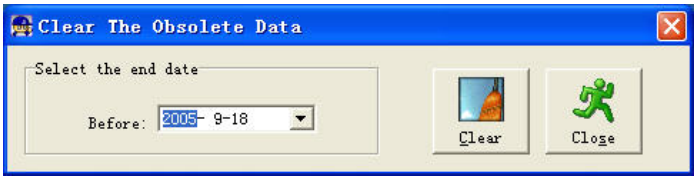
Click 【**import attendance record**】 in 【**data maintenance**】 menu, Springs the following window:



Click ... to select the attendance record file for importing, and click【**ok**】 to start.

5.7.2 Clear the obsolete data

Click 【**clear obsolete data**】 in 【**data maintenance**】 menu, springs the following window:



After your system is used for a long time, you will get a large number of obsolete data in the database. It ties up the hard disk space and influence your system operation speed. At this moment you can use this function to clear these useless data.

Select the ending date for your data clearing. And click 【**clear**】 to complete this operation, after the clearance, the system will prompt asking you to compress the database as following shows, select【**ok**】to finish. (Note: you can only clear the data of one month ago)

5.7.3 Compress and repair database

Click 【**compress database**】in【**data maintenance**】 menu to compress and repair the database

5.7.4 Back up the database

For ensuring the safety of data and recoverability, we advise you to back up the database regularly. Click 【**backup database**】in 【**data maintenance**】menu, then select the route to backup the database. Click【**save**】when ready.

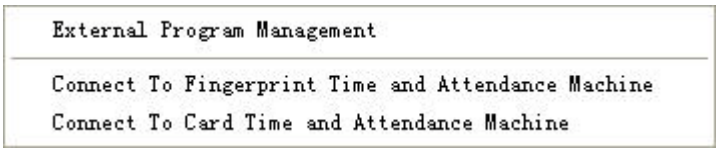
Back up the database manually: Copy the Att2003.mdb from the installation directory to the route you want to backup the database, so if the system collapses, you just copy Att2003.mdb to installation directory over again after re-installation.

5.7.5 Initialize system

Click【Initialize system】in【data maintenance】to initialize the system. (Note: After the system is initialized, all information will be lost, the system will get back to the state when just installed. Please make sure that you want to initialize the system.)

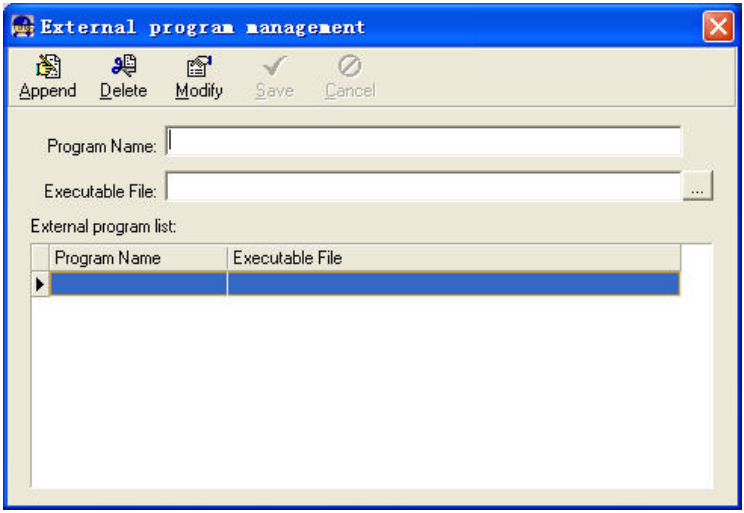
5.8 External program management

Click External on the main menu, following springs:


External Program Management
Connect To Fingerprint Time and Attendance Machine
Connect To Card Time and Attendance Machine

5.8.1 External program

We can append external program into time attendance program for convenient operation, for example, we need “calculator” when we are operating, we can click 【**External**】--【**External program management**】, following springs:



Click【**Append**】, Input “calculator” into the input field of【**Program name**】, input “c:\winnt\System32\calc.exe ” into the input field of Executable file or browse ... to find the calculator program, click【**Save**】to finish.

You will see【Calculator program】when you open【External program management】over again.

5.8.2 Connect to time attendance machine

Click【**External**】--【**Connect to time attendance machine**】springs the communication interface between the software and the machine which can control the current machine connected with the computer, it can collect the records from the machine, upload and download staffer info & clear the old data & modify the time on the machine. Find detail on clause《Time and attendance management & communication》.

Chapter6 FAQ

Frequently asked questions and answers

6 FAQ

6.1.1 My fingerprint has been enrolled but I often 1get failure in identification?

Reason	Solution
1. The fingerprint was not captured properly	**Enroll the finger again. Please refer to illustration of pressing finger.**
2. Direct sun light or too bright light	**Avoid direct sun light or other bright light**
3. Too dry finger	Touch the forehead to increase oily level of the finger.
4. Too wet finger with oil or cosmetics	Clean fingers with towel
5. Low fingerprint quality with callus or peeling	Enroll other fingers with better quality
6. Wrong way in placing fingers when punching in/out	Please refer to illustration of pressing finger.
7. Latent fingerprint on the surface of sensor	Clean sensor surface（adhesive tapes recommended）
8. Not enough finger pressure	Place the finger evenly on the sensor with moderate pressure
9. Influence by fingerprint image change	Enroll fingerprint again. Please refer to illustration of pressing finger.
10. Fingerprint not enrolled yet	**Place enrolled finger.**

6.1.2 T&A system can't be connected with PC?

Reason	Solution
1. Communication method not set correctly	Select the correct communication method
2. Cable not plugged firmly or cable hardware problem	Plug the cable firmly or change another cable
3. Not able to connect COM (wrong CON No)	Please enter the right COM No
4. Not able to connect COM (wrong setting)	Please refer to 4.1.4 Connecting Time Attendance terminal

6.1.3 Why no records found though staff have clocked in/out?

Reason	Solution
1. Unit **power break for a long time** (time turn to zero as default)	Please refer to 4.1.8 for time synchronization

2. Minority staff fingerprint false accepted	1. Please refer to 5.5.2 to add records manually 2. Please refer to 4.1.8 to adjust fingerprint matching precision 3. Change another finger and enroll again.

6.1.4 Why staff can't clock in/out when the light of the fingerprint scanner is off and clock time is working fine?

Reason	Solution
1. Unit in dormancy status	Press any key to activate.
2. Fingerprint scanner abnormal	Restart unit or change the fingerprint module

6.1.5 Why can't ID + fingerprint get verified?

Reason	Solution
1. Wrong ID entered	Enter the right ID
2. This user has no right to use 1:1 identification method	Please refer to 2.2.2 to activate this option.

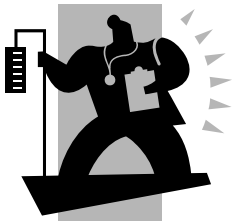
61.6 Why does the unit beep automatically when no one punches in/out?

Reason	Solution
1. Direct sun light or too bright light	**Avoid direct sun light or other bright light**
2. Latent fingerprint on the surface of sensor	Clean sensor surface（adhesive tapes recommended）

Please note: Should you have any other problems, please kindly email us the log files in zip or rar (The log files are in Log directory in the installation directory of the software)!

Chapter7 Appendix

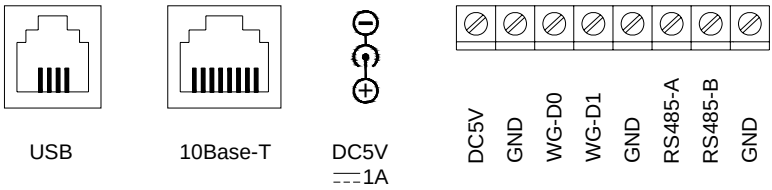
The main theme of this chapter is the additional information of this T & A including access control cable connection and way of pressing finger.



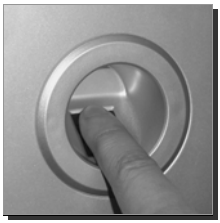
7 Appendix

7.1 OA180 ports definition

7.1.1 Communication and power interface illustration



7.2 Illustration of pressing finger



Correct

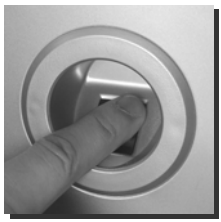
Make the center of the finger on the center of scanner

NOTICE

1. Please register and punch by thumb or index finger if possible
2. Press any key to activate the sleeping unit
3. Please stand in a line and don't punch with finger not registered.
4. Please avoid direct sunlight, water, collision and use in extreme environment.

Wrong A

Wrong B



Wrong C

Wrong D

Wrong E

Wrong F

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